

DOUGLAS COLLEGE LIBRARY



1 5400 00375 7395

douglas college

Calendar

80-81

10th Anniversary

DOUGLAS COLLEGE
ARCHIVES



REF
LE
3
D57
A4
1980/81

CAMPUS LOCATIONS

COQUITLAM: 1100 Winslow Avenue Telephone: 939-8611

LANGLEY: 5950 Glover Road Telephone: 530-7391

MAPLE RIDGE: 11849 - 225 Street Telephone: 467-6811

NEW WESTMINSTER: 8th Avenue and McBride Boulevard Telephone: 521-4851

—AGNES STREET CENTRE: 314 Agnes Street Telephone: 524-0371

—ROYAL COLUMBIAN/DOUGLAS EDUCATION CENTRE:
 260 Sherbrooke Street Telephone: 522-2616

RICHMOND: 5840 Cedarbridge Way Telephone: 273-5461

SURREY: 9260 - 140 Street Telephone: 588-4411

—NEWTON CENTRE: 13479 - 77 Avenue Telephone: 591-1111

MAILING ADDRESS: Douglas College, P.O. Box 2503, New Westminster, B.C. V3L 5B2

—Cover by Edward Seitz

REFERENCE USE ONLY

INDEX

Philosophy of Douglas College	3
A Letter of Introduction	6
Proposed Calendar of Events	4
General Information	7
Admissions Information	8
Fees	9
Registration Information	10
Academic Information	11
Grade Information	12
Services and Facilities	13
Continuing and Community Education Programs	15
Counselling and Student Services	16
Financial Aid	16
Douglas College Board	127
Administrative Personnel	128
Faculty	128
Sessional Faculty	131

Therapeutic Recreation Technician Program	54
Urban and Regional Planning Technician Program	55
Vocational Services Worker Citation Program	55
Welding Program—Individualized	56
Programs for Women	56

COURSE DESCRIPTIONS AND UNIVERSITY TRANSFER PROGRAMS

Accounting	58
Adult Basic Education	59
Agriculture	59
Art—Visual	61
Biology	64
Bookkeeping—See Business	
Business	65
Business Office Administration	67
Chairside Dental Assisting—Basic	68
Chemistry	68
Child Care—See Human Services	
Commerce and Economics	69
Communications—See English	
Construction Management	70
Criminology and Criminal Justice	71
Early Childhood Education—See Human Services	
Economics	74
Electronic Data Processing	76
English and Communications	76
Equine Studies	81
Fashion Design and Clothing Technology	81
Fire Science	83
Geography	83
Geology	85
Gerontology—See Human Services	
Graphic and Communication Arts	86
Health Services	88
History	88
Human Development	90
Human Services	91
Humanities	95
Interior Design	96
Legal Secretarial Program—See Business	
Library	98
Marketing	98
Mathematics	100
Medical Secretarial Program—See Business	
Modern Languages	101
Music	103
Musical Instrument Repair Technician	109
Nursing	109
Occupational Information Advisor—See Human Services	
Philosophy	112
Physical Education and Recreation	113
Physics	119
Political Science	120
Psychology	121
Religion—See Philosophy	
Skill Development	123
Social Sciences	123
Sociology	124
Theatre	125
Therapeutic Recreation Technician	126
Urban and Regional Planning Technician—See Geography	
Vocational Services Worker Citation Program	127
Women's Studies	127

OCCUPATIONAL PROGRAM DESCRIPTIONS

Adult Basic Education Program	27
Agriculture Programs	27
Alcohol and Drug Education Programs	28
Visual Art Program	28
Automotive Parts & Light Warehousing—Individualized	29
Bookkeeping Certificate Program	30
Building Construction Program—Individualized	30
Business Management Two-Year Career Programs	31
Business Management Certificate Program	32
Business Office Training Program—Individualized	33
Chairside Dental Assisting—Basic Program	33
Chairside Dental Assisting—Part-Time Program	33
Child Care Worker Program	34
Diploma of Associate in Communications	35
Community Service Worker Program	35
Construction Management Program	36
Criminology Programs	38
Drafting—Architectural and Structural Program	40
Drafting—Industrial Program—Individualized	41
Early Childhood Education Program	41
Equine Programs	42
Institute of Environmental Studies	43
Fashion Design and Clothing Technology Program	43
Fire Science Program	45
General Studies Program	46
Gerontology Program	46
Graphic and Communication Arts Program	46
High School Completion Program	47
Homemaker Training Program	47
Basic Horticulture Program	47
Interior Design Program	48
Landscape Development Program	48
Legal Secretarial Program	48
Marketing Program—See Business Management	
Masonry Program—Individualized	49
General Mechanics Program—Individualized	49
Medical Secretarial Program—Individualized	50
Musical Instrument Repair Technician Program	50
Basic Nursing Programs	50
Long Term (Alde) Program	52
Occupational Information Advisor Program	52
Retail Merchandising Program	52
Diploma of Associate in Science	53
Secretarial Arts Program	54
Theatre Program	54

PHILOSOPHY OF DOUGLAS COLLEGE

SUMMARY STATEMENT OF COLLEGE PHILOSOPHY

- A. The College's purpose is to offer opportunities for organized learning.
- B. The College provides learning opportunities in order to:
- i. assist students to develop a social awareness and conscience;
 - ii. allow students to better themselves and their communities through increased knowledge and skills;
 - iii. assist students to become employable or to enhance their social or economic opportunities and status;
 - iv. enable students to fully express their creative potential in aesthetic as well as applied pursuits.
- C. The College organizes a readily accessible, comprehensive set of learning opportunities. It provides for the student who is not intending to move to other institutions and for the student who does use the College as a "stepping stone" to universities, vocational schools, or technical institutes.
- D. The College provides a wide range of learning experiences and therefore limits its commitment to any one program or field of learning activities.
- E. The College exists to serve its defined region and its constituent communities. For that reason, it provides, through its curriculum and facilities, opportunities for the College to be a major community centre for:
- i. academic and occupational,
 - ii. athletic,
 - iii. cultural, and
 - iv. social activities.
- Facilities are developed in consultation with local governments and community groups.
- F. The College views the development of a society of self-teachers as the ultimate goal of organized learning. It therefore works to lessen the dependence of students on the College as an institution.



PROPOSED CALENDAR OF EVENTS

1980-1981

1980		August 22	GRADES due—Summer Semester
April 1	DEADLINE to apply for limited enrolment career programs for Fall, 1980	August 25-28	REGISTRATION—Fall Semester
April 28-May 2	EXAMINATION WEEK—Spring Semester Pre-registration week—Summer Semester	September 1	LABOUR DAY. College Closed—no classes
May 5-9	REGISTRATION—Summer Semester	September 2	All day and evening classes commence Late registration begins Course change period begins
May 5	Classes Commence—Summer Semester	September 6	New Sessional Faculty Orientation
May 9	GRADES DUE—Spring Semester	September 9	Last day to receive 80% refund for complete withdrawal Last day to receive 80% refund of tuition fee difference for a course reduction
May 10	New Sessional Faculty Orientation	September 16	Last day to late register, to add a course, or to drop a course without receiving a "W" on transcript
May 12	Last day to receive 80% refund for complete withdrawal Last day to receive 80% refund of tuition fee difference for a course reduction	September 23	Last day to receive a 50% refund for complete withdrawal Last day to receive 50% refund of tuition fee difference for a course reduction Last day to receive ANY refund
May 15	SPRING GRADUATION	October 13	THANKSGIVING. College Closed—no classes
May 19	VICTORIA DAY. College closed—no classes	October 15-22	MID-SEMESTER week. Students may obtain standing from instructors
May 20	Last day to late register for Summer Semester Last day to add a course Last day to drop a course without receiving a "W" on transcript	October 24	Last day to drop a course Last day to challenge a course Last day to change from credit to audit
May 26	Last day to receive a 50% refund for complete withdrawal Last day to receive a 50% refund of tuition fee difference for a course reduction	October 31	DEADLINE to apply for limited enrolment career program for the Spring semester
June 23-27	Mid Semester—Students may obtain standing from instructors	November 11	REMEMBRANCE DAY. College Closed no classes
June 27	Last day to challenge a course Last day to drop a course Last day to change from credit to audit	November 21	Last day to completely withdraw
July 1	CANADA DAY. College closed—no classes	December 5	Last day of scheduled Wednesday-Friday classes DEADLINE to apply for Spring Semester in order to receive priority at registration
July 25	Last day to completely withdraw—Summer Semester	December 8	INTERIM TRANSCRIPT grade forms due in College Admissions Office for students applying to SFU for Spring 1981 Semester. EXTRA CLASS for Monday classes—replaces Labour Day
July 31	Last day to apply for Fall Graduation (November)	December 9	EXTRA CLASS for Tuesday classes—replaces Remembrance Day
August 1	DEADLINE for application for Fall Semester in order to receive priority at registration	December 10	EXTRA CLASS for Monday classes—replaces Thanksgiving Last day of ALL classes
August 4	B.C. DAY—College closed—no classes		
August 11-22	New Regular Faculty Orientation		
August 15	Last day of classes for most courses—Summer Semester		
August 18-20	EXAMINATION period		

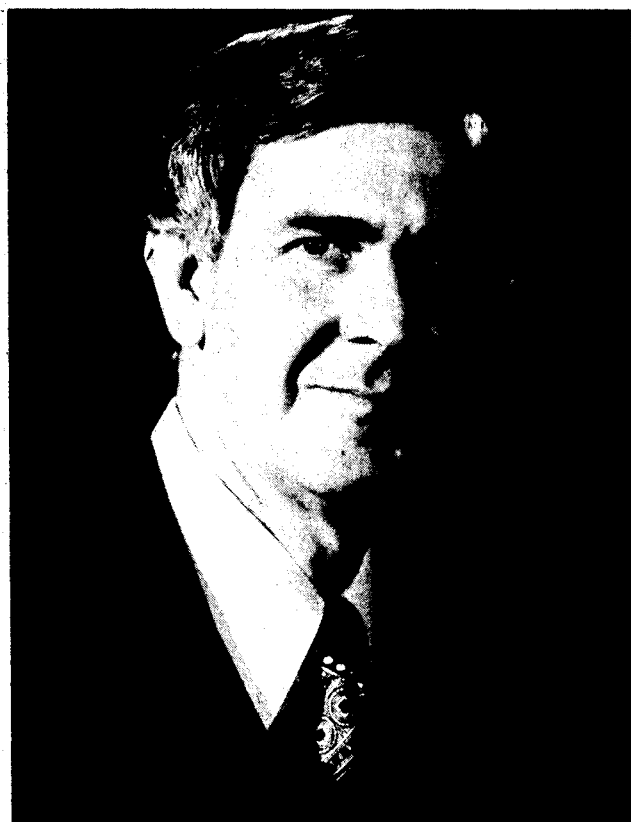
December 12-17	EXAMINATION period	April 21	EXTRA CLASS for Friday classes— replaces Good Friday
December 17	GRADES due for classes without final exams		LAST DAY OF ALL CLASSES
December 24	CHRISTMAS EVE—College closed at noon	April 23-28	EXAMINATION period
December 25	CHRISTMAS DAY—College closed—no classes	April 27	GRADES due for classes without a final exam
December 26	BOXING DAY—College closed—no classes	April 27-May 1	Pre-registration week—Summer Semester
December 29	GRADES due for classes with a final exam	May 4-8	REGISTRATION—Summer Semester
December 31	NEW YEARS EVE—College closed at noon	May 4	Classes Commence—Summer Semester
	1981	May 6	GRADES due for classes with a final exam
January 1	NEW YEAR'S DAY—College closed— no classes	May 11	Last day to receive 80% refund for complete withdrawal Last day to receive 80% refund of tuition fee difference for a course reduc- tion
January 6-8	REGISTRATION—Spring Semester	May 14	SPRING GRADUATION
January 12	All day and evening classes begin Late registration and course change period begins	May 18	VICTORIA DAY. College closed—no classes
January 17	New Sessional Faculty Orientation	May 19	Last day to late register for Summer Semester
January 19	Last day to receive 80% refund for complete withdrawal Last day to receive 80% refund of tuition fee difference for a course reduction		Last day to add a course Last day to drop a course without receiving a "W" on transcript
January 26	Last day to late register, to add a course, or to drop a course without re- ceiving a "W" on transcript	May 25	Last day to receive 50% refund for com- plete withdrawal Last day to receive 50% refund of tui- tion fee difference for a course reduction
February 2	DEADLINE for application to limited enrolment career programs—Summer Semester Last day to receive 50% refund for com- plete withdrawal Last day to receive 50% refund of tui- tion fee difference for a course reduction Last day to receive ANY refund	June 17-24	MID SEMESTER—students may obtain standing from instructors
February 6	Last day to apply for Spring Graduation (May)	June 26	Last day to challenge a course Last day to drop a course Last day to change from credit to audit
February 25-Mar 3	MID SEMESTER, students may obtain standing from instructors	July 1	CANADA DAY. College closed—no classes
March 6	Last day to drop a course Last day to challenge a course Last day to change from credit to audit	July 24	Last day to completely withdraw—Sum- mer Semester
April 1	DEADLINE to apply for limited enrol- ment career programs for the Fall of 1981	July 31	Last day to apply for Fall Graduation (November)
April 3	Last day to completely withdraw	August 3	B.C. DAY. College closed—no classes
April 16	Last day for all Monday-Thursday classes	August 7	DEADLINE for application for Fall Semester in order to receive priority at registration Last day of scheduled Tuesday, Thursday and Friday classes
April 17	GOOD FRIDAY. College closed—no classes	August 10	EXTRA CLASS for Monday classes— replaces Victoria Day
April 20	EASTER MONDAY. College closed— no classes	August 11	EXTRA CLASS for Wednesday classes —replaces Canada Day
		August 12	EXTRA CLASS for Monday classes— replaces B.C. Day

August 14-18	EXAMINATION period	Late registration and course change period begin
August 18	GRADES due for classes without a final exam	December 16 Last day of all classes
August 26	GRADES due for classes with a final exam	December 18-23 EXAMINATION period
August 31-Sept 3	REGISTRATION—Fall Semester	
Sept 7	LABOUR DAY. College closed—no classes	
Sept 8	All classes begin	

The above schedule of events and the contents of this calendar are compiled and published six months prior to the school year. Therefore, Douglas College reserves the right to make whatever changes circumstances may require, including the addition and cancellation of particular courses and programs.

A LETTER OF INTRODUCTION

On behalf of the Faculty, Staff, College Board and Administration of Douglas College, I would like to extend a sincere welcome to the students, full and part-time, registered in both the College's credit and non-credit courses and programs. We hope your experiences at the College will help you to reach your personal and career goals and that you enjoy your time with us.



This is a special year for Douglas College as we will celebrate our tenth anniversary in 1980/81.

In September 1970, approximately 2,000 students attended classes in portable units specially designed for the College, in a converted warehouse in Richmond and in local high schools in the eight school districts the College serves.

We feel we have grown tremendously since then, both in the physical and in the academic sense.

The College presently offers its services through six campuses: Surrey, New Westminster, Coquitlam, Winslow, Richmond, Langley and Maple Ridge; through the Newton Centre and Royal Columbian/Douglas Education Centre, Agnes St. Centre and through various community facilities.

Development of temporary facilities on the Langley permanent site is currently underway and work will begin shortly on a permanent New Westminster Campus in the new downtown core of New Westminster.

We presently offer college credit courses and programs to 5800 students as well as a large number of continuing education offerings and special services.

The College has recently reorganized its administrative structure to increase our ability to respond to local community needs, as well as regional and provincial needs. This structure has each campus operating under a campus principal, with specific campus services.

Consistency of curriculum content and quality will be ensured by the offices of the Deans of Educational Services, Student Services, Financial and Administrative Services and the College-wide advisory committees of faculty, staff and students. We have also introduced an Office of Occupational Education to be responsible for new program development and have expanded the mandate of the Division of Continuing and Community Education.

The services of these groups are available to any individual or group interested in seeing the development of new programs, courses or short-term workshops that have goals consistent with the College's general mandate.

Because we recognize that the educational process is an over-powering experience for many students, the College has developed a number of special services and processes to ensure that you obtain the maximum return on your time and dollar investment with us.

To be sure that you understand what these services are, please refer to the appropriate sections of this calendar and consult the counselling office on your campus. Such services as skills development, mid-term assessment, appeals procedures and Programs for Women are extremely valuable, and you may wish to avail yourself of these services.

As the statement of College philosophy notes, the College recognizes its responsibility to its students and communities, and we anticipate that you will benefit from the efforts you put forth during your time with us.

Reginald H. Pridham
Interim President
Douglas College

GENERAL INFORMATION

ENQUIRIES

Enquiries relating to admission and registration should be addressed to:

THE DIRECTOR OF ADMISSIONS
DOUGLAS COLLEGE
P.O. BOX 2503
NEW WESTMINSTER, B.C. V3L 5B2
or
TELEPHONE-588-8404

Personnel are located on each campus to assist you with admissions, records and financial aid matters. The campus addresses are:

COQUITLAM-100 Winslow Avenue
LANGLEY-5950 Glover Road
MAPLE RIDGE-11849 - 225th Street
NEWTON CENTRE-13479 - 77 Avenue
NEW WESTMINSTER-8th Avenue & McBride Boulevard
RICHMOND-5840 Cedarbridge Way
SURREY-9260 - 140th Street

HOW TO APPLY

Complete the Application for Admission Form, available at any one of the campuses and at senior secondary schools in the College region. Return the completed form to the Director of Admissions at the above address.

Note: Your application cannot be processed until all questions on the form are answered.

- b) Your application should be accompanied by official transcripts from secondary schools and at any institution of higher education you have attended. All transcripts and other documents filed in support of your application become the property of the College and will not be returned. Original documents which are irreplaceable should not be sent; certified copies of the original will be accepted. Confirmation of admission status cannot be given until all documents have been submitted.

APPLICATION DEADLINE WHEN TO APPLY

- February 1 Last day to apply to Basic Nursing and Nursing Access Phase II program for the Fall semester. Last day to apply for re-entry to any nursing program for the Summer semester or Fall semester.
- March 1 Last day to apply for limited enrolment career programs for the Summer semester.
- April 1 Last day to apply for all limited enrolment career programs (except Nursing-see above) for Fall semester.
- August 1 Last day to apply for Fall semester for priority consideration at Registration.
- November 1 Last day to apply for limited enrolment career programs for the Spring semester.
Last day to apply for re-entry to any nursing program for the Spring semester.

December 5 Last day to apply for Spring Semester for priority consideration at Registration.

ACCEPTANCE OF APPLICATION

Official notification of acceptance will be issued by the Director of Admission by mail only.

Douglas College's primary responsibility is that of serving the educational needs of student who reside within the College region.

GRADUATION REQUIREMENTS

To meet graduation requirements, you must complete the required course work for a particular College diploma, certificate or citation program.

-Douglas College Diploma

Students must complete a minimum of 60 credits and 20 courses and where applicable, the specific program requirements.

-Douglas College Certificate

Students must complete a minimum of 30 credits and 10 courses and specific program requirements.

-Douglas College Citation

Students must complete a minimum of 12 credits and 4 courses and specific program requirements.

Note: A formal application for graduation must be made within the first eight weeks of your final semester. Graduation application forms are available at the Admissions Office on each campus.

LIMITED—ENROLMENT CAREER PROGRAMS

Because of space and equipment limitations and of considerations for job placement after graduation, some career programs have limited enrolment. At present these programs are:

Chairside Dental Assistance Programs
Child-Care Worker Program
Clerical Health Worker Program
Community Social Service Worker Program
Early Childhood Education (Day Care Worker/Supervisor) Program
Drafting—General Program
Drafting—Architectural and Structural Program
Fashion Design and Fashion Merchandising Programs
Graphic and Communication Arts Program
Interior Design Program
Musical Instrument Repair Technician Program
Nursing—Registered Nursing Program
—Registered Psychiatric Nursing Program
—“Access” Program
—Long Term Care Aide Program
Occupational Information Advisor Program
Therapeutic Recreation Technician Program

Note: Check program description and/or proposed Calendar of Events for deadline(s) to apply for admission to the above limited—enrolment Career Programs.

ADMISSIONS INFORMATION

ACADEMIC QUALIFICATIONS

You are eligible for admission if you meet **ONE** one the following criteria:

- a) You have completed B.C. secondary school graduation on any program, or the equivalent from another school system; OR
- b) You lack not more than one course for B.C. secondary school graduation, or the equivalent from another school system; OR
- c) You are 19 years of age or older on the first day of the current semester; OR
- d) You are at least 17 years of age on the first day of the current semester and you have not been in regular attendance at school for a minimum of one year.
- e) Students applying for admission to a career program must meet the admission requirements specific to that program.
- f) Students seeking admission to the High School Completion Program at the Langley Campus must:
 - a) Be 16 years of age or older and not in regular day school
OR
 - b) Be 16 years of age and have the recommendation of their high school principal or delegate if they are in regular day school.

Note: If you do not meet one of the above requirements, you may apply for admission as a "special student". You are urged to discuss your situation with a College Counsellor.

MATURE STUDENTS ADMISSION

Douglas College has a commitment to the adult student, whether full-time or part-time. If you are 19 years of age or older on the first day of the current semester or if you have been out of school for a least one year and have not completed B.C. secondary school graduation (or its equivalent from another school system), you may still qualify for admission to Douglas College. Experience and training related to the courses you wish to take will be evaluated in assessing your application. The College will endeavor to provide courses appropriate to your interests, background, and goals. Depending on your education and experience, you may be advised to take courses offered by an adult-education division in our constituent school districts before being admitted.

STUDENTS FROM OTHER COUNTRIES

If you are a student from another country and have landed-immigrant status, you are eligible for admission to Douglas College. (You are considered a landed immigrant if you have obtained a Canadian Immigration Identification Card No. IMM 1000.) Landed immigrants must also meet the College's residency requirements stated above. Since the language of instruction is English, those not proficient in both written and oral English may be ineligible for admission to certain courses and should consult the Student Development Centre.

RESIDENCE REQUIREMENTS

Douglas College is operated primarily for qualified residents of the eight school districts (Burnaby, New Westminster, Coquitlam, Langley, Delta, Surrey, Maple Ridge, Richmond) which compose the College region. It should be noted that some programs have only limited space for students who are not residents of the College region.

You qualify as a resident for most programs if:

- a) You are under 19 years of age and reside inside the College region on the first day of the current

semester, or reside outside the College region and your parents or legal guardians have been municipal tax-payers within the College region for at least three months;

- b) You are 19 years of age or over on the first day of the current semester, are a resident of the College region for at least three months before the current semester.

If you are applying for a limited-enrolment career program and wish to qualify as a resident, you must qualify on or before the last day to apply for these programs.

If your residents status is in question, you may be required to provide documentary or other proof to obtain admission.

ENGLISH PLACEMENT TEST

Students may be required to write an English Placement Test before registration if they have not already written the Provincial Test conducted by the Educational Research Institute of B.C., or the test conducted by the English and Communications Division of Douglas College.

The test results do not determine eligibility to enter Douglas College, but are used to direct students to the courses which are best suited to their ability.

Further information about the English Placement Test may be obtained from either the Student Services Centre of the College or the English and Communications Division.

TRANSFER CREDIT FROM OTHER INSTITUTIONS

If you have attended a recognized post-secondary institution, or if you have undertaken special training in a career area, you may be eligible to receive some advanced credit toward a Douglas College diploma or certificate. Advanced credit implies a reduction in the number of semester credits you must earn to qualify for a certificate or a diploma.

You may transfer up to a maximum of 30 semester credits toward a 60-credit Douglas College diploma, or up to 50 per cent of the number of semester credits required for a Douglas certificate. Transfer credits granted will be indicated in your letter of acceptance and recorded on your permanent record. To receive transfer credit you must submit official transcripts and a request assessment of transfer credit along with your application for admission.

Douglas College cannot accept responsibility for the transferability of courses not completed at the College. If you have been granted transfer credit at Douglas and plan to transfer to a particular university following attendance at Douglas, you should consult with that university's admission staff. If you have registered at a university and wish to attend Douglas on a university-transfer program, you should consult with the university registrar's office regarding transfer of credit upon returning to that university.

CHALLENGE CREDIT

As a Douglas College student, you may obtain credit by challenging a course. This means undertaking written or oral examinations, or both, as well as other types of evaluation on the content of a specific course. In examining a student who has challenged a course, more than one faculty member will be involved at the department level. Examinations may be in the form of written work, a tape recording, a video tape record or a movie film. The examination results will be filed by the department for permanent reference.

To challenge a course, you must make a formal application on the official Petition Form (obtainable from the Student Development Centre or from the Admissions Office on each

campus) and return it to the Director of Admissions. (If you have audited a course or previously registered for a course in any way you may not challenge that course.) Your application will be referred to the department chairman, who will determine your eligibility. If your application is disallowed, it will be returned to you with an appropriate explanation; if it is allowed, you must pay a fee of \$10 to the Admissions Office. The examination and evaluation procedures will be set by the chairman (or his delegate) and a faculty member or members teaching the subject. They will be responsible for the final assessment after you have completed the testing procedure. If you do not obtain a mark of C or above, this will be noted and the Director of Admissions informed. The failure will not be entered on your College transcript.

If you obtain a mark of C or above, the Director of Admissions will be notified and the mark and credits will be entered on your College transcript. If you are registered in a university-transfer program, you are advised to check with the university to which you will transfer regarding the acceptability of "challenge credit" for transfer purposes.

To obtain permission to challenge, you must indicate how you have acquired the knowledge and skills required of the course you intend to challenge. You must be registered as a full-time or part-time student for the semester in which the challenge application is made.

You may challenge a maximum of three semester credits in any one semester, with a maximum of 12 semester credits being allowed to challenge for any two-year diploma program, or a maximum of 6 semester credits for any one-year certificate program. In some career programs, the maximum of 12 semester credits may be challenged in one semester.

Application for permission to challenge must be made within the first eight weeks of classes in any semester.

ADVANCED PLACEMENT

Douglas College recognizes that many of its students should be granted formal recognition for knowledge and skills already acquired. Advanced placement involves permission for you to omit introductory or prerequisite

courses on a given program, but it presumes that you will still have to complete the required total number of semester credits for a certificate or a diploma. You will, however, increase your total number of optional credit hours of instruction.

The decision to grant advanced placement rests primarily with the teaching department. Application may be made directly to the department chairman, or to the Director of Admissions who will refer it to the department concerned. The chairman and one appropriate faculty member from the department will evaluate each applicant's knowledge and skills and then notify the Director of Admissions if a recommendation for advanced placement can be made. Your application must be submitted on the authorized Petition Form.

INTERVIEWS

In some cases, interviews may be required as part of the admission process, particularly in career programs. An audition is required for admission to the music programs.

LIMITED ENROLMENT

The College may be obliged to limit enrolment in certain programs or courses, and may cancel or revise any of those listed. Courses listed in the course descriptions section of this Calendar are the complete offerings, although not all of them are available in every semester.

MEDICAL EXAMINATION

A medical examination is not required for admission to the College. If you have a medical condition which you feel the College should know about, please provide this information to the Admissions Office.

However, a medical examination is required for a number of College programs. Students will be notified during the application process if an examination is required by a physician.

FEES

Unless otherwise authorized, fees are payable in full upon registration. If your fees are paid by an agency, a letter to this effect is required upon registration.

TUITION FEES

Full-time students (taking 12 or more semester credits);
each semester\$125
Part-time students (taking fewer than 12 semester credits);
cost for each semester credit\$ 10
Senior citizens (taking fewer than 12 semester credits);
cost for each semester credit no fee

STUDENT ASSOCIATION

Student Association fee (full-time students);
each semester\$ 12
Student Association fee (part-time students) per credit;
each semester\$ 1

Student association fees must be paid by all students except those who are registered for audit courses only. Senior citizens are not required to pay Student Association fees.

Proceeds of these fees are used by the association to provide activities for both full-time and part-time students. These activities are decided by the students. The fees, which are set by the association representatives and approved by the College Board, are considered part of the registration costs.

LIMITED-ENROLMENT PROGRAM FEES

Fees for limited-enrolment career programs must be paid within two weeks of issuance of notification of acceptance.

The normal College refund policy will be followed in cases of cancellation of acceptance. The date from which refunds will be calculated will be the date of issuance of acceptance. Details of this policy will be stated in the letter of acceptance.

OTHER FEES

Challenge fee\$ 10
Late registration fee—all students per credit \$ 1
Re-instatement fee\$ 10
Equipment fees: In certain courses you may be required to pay equipment fees and will be so advised at registration.

TUITION FEE REFUNDS

Refunds are calculated from the day on which the withdrawal form is submitted to the Admissions Office. Tuition fee refunds will be based on the number of semester credits from which you withdraw.

Note: Refunds will not be processed or evaluated until six weeks after the beginning of the semester to allow sufficient time for file processing.

Student Association and late registration fees will not be refunded. For complete withdrawal, regardless of the number of courses in which the student is registered, the

minimum amount withheld is \$10.00. For a partial withdrawal (i.e. not from all courses) the minimum amount refunded will be \$5.00.

SCALE OF REFUNDS FOR PARTIAL OR COMPLETE WITHDRAWAL

- a) Withdrawal within 7 days of the beginning of instruction - 80% of tuition fee or tuition fee difference
- b) Withdrawal between 8 and 21 days of the beginning of instruction - 50% of tuition fee or tuition fee difference

SCALE OF REFUNDS FOR COMPLETE WITHDRAWAL FROM LIMITED ENROLMENT CAREER PROGRAMS

- a) Withdrawal within 14 days of issuance of acceptance—80% refund;
- b) Withdrawal between 15 and 30 days of issuance of acceptance—50% refund;
- c) Withdrawal after 30 days of issuance of acceptance—no refund. This scale of refund will apply to all students accepted for limited enrolment career programs whether withdrawal occurs before or after registration.

REGISTRATION INFORMATION

To register, you must have submitted an Application for Admission form and have received a Registration Form from the Admissions Office. This certificate will indicate the time, date, and place for you to register.

If you satisfactorily complete a semester at Douglas, you will automatically receive another Registration Form from the Admissions Office before you re-register; you do not have to re-apply. Should you not receive this, please contact the Admissions Office before registration. Students who do not satisfactorily complete a semester at Douglas may be placed on academic probation or be asked to withdraw.

Department chairmen, program co-ordinators and counsellors will be available before registration to help you to plan your course selection. Counsellors are available on all campuses:

COQUITLAM—939-6611
LANGLEY—530-7391
MAPLE RIDGE—467-6811
NEWTON—591-1111
NEW WESTMINSTER—521-4851
RICHMOND—273-5461
SURREY—588-4411

REGISTRATION

The College staff will assist in every possible way to ensure that you are registered for the course in which you are interested. If you plan to transfer to another institution after attendance at Douglas, the Admissions and Counselling personnel will assist in planning for such transfers.

Please note: Ultimate responsibility for the accuracy and completeness of your timetable of courses and registration rest with you. You cannot receive credit for a course in which you are not properly registered.

LATE REGISTRATION

You may register late for courses, on a space-available basis, up to one week after classes have started. A late registration fee is charged.

COURSE CHANGES-WITHIN FIRST 14 DAYS

If you wish to drop a course, or change a section, you must apply to the Admissions Office within two weeks after classes have commenced for each semester. Courses dropped with approval will not appear on your official transcript. You are required, however, to complete a Notice of Change form for any change you make.

You may add courses for the first seven days of the semester only.

DROPPING A COURSE—AFTER 14 DAYS

If you wish to drop a course after 14 days from the beginning of instruction and before 7 days after the mid-term date, you should apply to the Admissions Office to complete a Notice of Change form. Any course dropped will appear on your official transcript with a W grading.

Note: Non attendance by itself does not constitute withdrawal. Students are considered fully registered until they have submitted and had approved, where necessary, the College Course Change form. This form is available at all campus Admissions offices.

COMPLETE WITHDRAWAL

If, after registering, you decide to withdraw from all courses, you must fill out a Complete Withdrawal Notice form, obtainable from the Admissions Office. Fees will be refunded only according to the refund regulations and if you follow official withdrawal procedures. You may not withdraw after the last day of class in the semester. Please refer to the Proposed Calendar of Events for the last day to completely withdraw.

Note: See note above on 'non attendance'.

CHANGE OF ADDRESS

Please notify the Admissions Office of any change of address so that correspondence and grades may be mailed to you without delay. Changes in telephone numbers and names of persons to contact in emergencies should also be submitted.

GUIDED STUDY

Douglas College, under the conditions shown below, makes available to students an alternative to regular classroom instruction which allows them to complete courses essentially by independent study under the guidance of a College faculty member.

Guided Study Policies (See Note Below)

1. A guided study course will only be approved under very special circumstances which do NOT include provision for instruction by correspondence or for paying less than the regular course credit fee.
2. Only courses listed in the College calendar may be adapted for guided study, that is to say, students must register for a course in the calendar and there should be no modification in the goals and objectives of the course.
3. Courses appropriate for Guided Study are those at the second level for which there is low demand or low enrolment. Courses in readings, research, work experience or field studies are NOT offered on a Guided Study basis. Further, courses which depend primarily on student/instructor interaction will also NOT be offered for guided study.
4. Students should apply for a Guided Study contract at the office of the Principal or vice-Principal of any campus. They should complete the contract form P 4012 and a registration form AR 2054, attach cash or cheque for the course fee and student fee and request approval by the appropriate administrator.
5. A Douglas College instructor must be willing and

available to participate with the particular student before the contract can be approved.

6. There shall be a meeting between the student, the instructor and the principal or vice-principal to examine the contract (Form P 4012) to ensure that all parties are aware of its nature and implications. The course outline will be attached to the contract and as part of the contract the instructor and student will agree on the variations from the methods outlined in the course outline which apply to the situation at hand.
7. Guided study programs will normally be open only to students who have completed at least 12 semester hours of credit or two semesters at Douglas College. (Variations from this must have the approval of the Director of Admissions/Appeals Committee).
8. If students do not complete the contract an "N" grade (failure) will be awarded. If students formally withdraw a "W" grade will be awarded. An Incomplete "I" grade may be awarded only with the approval of the

appropriate Principal or Vice-Principal. Successful completion of the course will result in one of the regular College passing grades being awarded.

9. Because of the particular fee payment arrangements for the instructor services students signing a Guided Study contract will NOT be eligible for any refund after the course has begun.
10. If students are already registered for other courses during the current semester, the additional Guided Study course(s) must not exceed the normal permitted academic load and the additional Guided Study courses must be added to the students' record using a College "Change Form" AR 2099.

Note: For the benefit of students, the above information is extracted from the full policy, which is available from any Campus Principal or the Director of Admissions and Records. Anyone who requires information on the full policy and procedure should consult with any of the above Administrators.

ACADEMIC INFORMATION

SEMESTER SYSTEM

The calendar year is divided into three academic terms of approximately 16 weeks. Each semester is a unique entity, with its own registration and final examinations. Students may enter at the beginning of any semester, in most programs and attend one, two, or three semesters as they wish within a calendar year. However, a very limited number of courses are offered at Douglas College during the summer session.

- Semester I — Spring: January to May
- Semester II — Summer: varied lengths
- Semester III — Fall: September to December

SEMESTER CREDITS

The standard unit of credit represents a minimum of one hour's instruction a week for each semester. Most college-level courses carry three semester credits, although they may require more than three hours of classroom and laboratory work, seminars, etc. Certain courses have variable credit, i.e. you may register for a particular course and commit yourself to any one of the credit values assigned to it. In selecting the number of credits for which you will register, you should consult with the instructor to determine the amount of work required for each credit value. You must also obtain the instructor's written approval on your registration form.

FULL-TIME STUDENTS

If you register for 12 or more semester credits, you will be considered full-time student and will be charged a maximum of \$125 tuition fee for each semester.

While the College defines a full-time student as above, some sources of financial assistance require a minimum of 15 semester credits.

PART-TIME STUDENTS

If you register for fewer than 12 semester credits, you will be considered a part-time student and will be charged at the rate of \$10 for each semester credit.

AUDITING A COURSE

To audit a course, you must be a registered student. You must apply and register in the normal manner. All fees except the Student Association fee, are charged. Students may visit other classes by obtaining permission of the instructor.

CREDIT FOR STUDENT PROJECTS

Students may obtain College credit for completion of a project of their own choosing, subject to the Curriculum

Committee's approval. Interested students should contact faculty to discuss preparation of a submission to the committee. Credit for such projects is given on an individual bases.

COURSE LOAD

A normal course load for a full-time student is 15 semester credits. Some programs may require more than a normal course load. If you are not enrolled in such a program and wish to take more than 15 semester credits in one semester, you must first obtain permission of the Director of Admissions. Normally, a B average will be required before permission to carry extra courses is granted.

Some sources of financial assistance require a minimum course load of 15 semester credits to qualify. If you are in doubt, check with the Financial Aid Officer.

STUDENT RESPONSIBILITY

It is your responsibility to be aware of Policies, Procedures and Deadlines which are in effect during your attendance at the college. This information is printed in this calendar, in the semester class schedule, and in other publications. Questions regarding these matters may be directed to counselling or admissions personnel.

It is also your responsibility to attend classes regularly, to keep your work up to date, and to complete assignments as required. Your final grades are based largely on your complete assignments, tests and class participation.

FACULTY RESPONSIBILITY

Faculty members are available for consultation during posted office hours or by arrangement. They will help in every way possible to make your educational experience at Douglas a successful one.

STUDENT IDENTIFICATION CARDS

Each student is issued a student card at registration. Lost student cards will be replaced by the Admissions Office. If you withdraw from the College, your I.D. card must be returned to the Admissions Office with your withdrawal.

COURSE VERIFICATION AND MID-TERM ASSESSMENT

Approximately eight weeks into the semester, every student will receive by mail a Course Verification Form listing the courses the student is officially registered in. The student is required to report any errors or omissions to the Admissions Office by the date indicated on the form. At this time a student may also obtain a mid-term assessment from instructors.

GRADE INFORMATION

GRADING SYSTEM

The following grading system will apply when evaluating your course work.

GRADE	GRADE POINTS	DEFINITION
A	4	Consistently exceptional work.
B	3	Consistently good work.
C	2	Consistently average work.
P	1	Pass. The course requirements have been successfully completed. This grade does not permit students to pursue another course for which the graded course was a prerequisite.
N	0	No credit. Student did not complete course requirements.
UN	0	Unofficial Withdrawal. Student discontinued attendance and did not officially withdraw.
NA	Not Calculated	Never Attended. Student registered but did not attend and did not officially withdraw.
W	Not Calculated	Withdrawn before official deadline
I	Not Calculated	Incomplete. Course requirements to be completed within a specific time period by arrangement with the instructor and division.
CIP	Not Calculated	Course in Progress.
MAS	Not Calculated	Mastery. Student has met and mastered a clearly defined body of skills and performances to required standards.
EXP	Not Calculated	Experience. Student has participated at the required level in course activities.
NCG	Not Calculated	No Credit Granted. Student has not met the required standard for the course and/or has not participated to the required level in course activities.
DEF	Not Calculated	Deferred. The course duration does not correspond to the semester duration, hence no grade assigned.

Note: ALL CREDITS ARE SEMESTER CREDITS.

CUMULATIVE GRADE POINT AVERAGE

Note: For any course which is repeated, the cumulative grade point average is calculated using the higher grade

obtained at the semester that the higher grade was awarded and thereafter.

MASTERY GRADING SYSTEM

Certain courses have been designated by the College as "Mastery" courses. These courses demand a clearly defined high standard of performance, in which the student must demonstrate complete mastery of all knowledge and/or performance requirements.

Because of their nature they are not included in calculating the grade point average.

EXPERIENCE GRADING SYSTEM

Certain courses offered by the College provide an appropriate learning environment, but only the students can assess and decide how much value the course has been. Such courses demand student participation and providing students participates, credit will be granted.

Because of the nature of this marking system, credits earned in this type of course will not be used in calculating your grade point average.

GRADE POINT AVERAGE

Grade Point Averages (GPA) will be reported on all transcripts of marks. The "Term GPA" is the sum of the grade points earned in a semester divided by the number of credits taken in that semester. The "Cum GPA" is the sum of the grade points earned in all semesters of attendance divided by the total number of credits taken in all semesters.

"I" [INCOMPLETE] GRADE INFORMATION

The "I" grade is a procedure to assist responsible students to carry out their commitments and is not intended to encourage students to procrastinate. It is reasonable, therefore, to expect that it will be infrequently used. Withdrawal procedure may well be far more realistic for many students. Guidelines used are:

- Any "I" mark is subject to review by the department chairman, whose signature is required on the contract. Student applications for "I" grades should be received no later than the deadline for application for complete withdrawal.
- The following criteria are used by instructors in deciding whether to agree to contract:
 - Previous work in the course should have been at a reasonably satisfactory level;
 - Student has been prevented from completing requirements by some abnormal circumstance or juxtaposition of other responsibilities, such as embarking on a project whose completion turns out to be more time-consuming than contemplated;
 - An emergency situation such as illness or accident has prevented student from completing one or more of the course requirements.
- Students receiving an "I" grade will be allowed to re-register in the subsequent semester only after an examination of his course load and his "I" contract by a Counselling or Admissions team, or both, at registration. Thus, students must bring their "I" contract to registration along with their statement of marks.
- It is expected that most students will complete their "I" contracts within two to four weeks after they are made;
- There is no limit to the number of "I" grades that a student may carry.

STATEMENT OF GRADES

Every student will receive a statement of grades at the

end of each semester. **Note:** All obligations relating to fees, library books, rentals or borrowed equipment must be met before any statement of grades, transcripts or diplomas will be released.

Errors and omissions on the statement of grades (or transcript) should be reported immediately to the Admissions Office.

TRANSCRIPTS

At the end of each semester you are attending you will receive, upon request, an unofficial transcript of marks obtained in your courses. Since student records are confidential, an official transcript will be issued to other agencies or officials only upon your written request. If you have not made satisfactory arrangements with the Bursar's Office to meet any outstanding debt to the College, no transcript will be issued.

Application for a transcript should be made at least one week before it is required.

TRANSCRIPT FEES

Fees are \$1 for the first copy and 50 cents for each additional copy ordered at the same time.

APEALS, PETITIONS AND COMPLAINTS

Complaints

The College provides two procedures by which students may resolve grievances. Before initiating either procedure, you are urged to attempt to resolve the complaint directly with the the College employee concerned. If, however, this action is not successful, you may follow the Appeals procedure outlined below. On more serious matters alleging misconduct, incompetence, discrimination, etc., your only option is to make statements in writing to the Principal of the campus to which the employee is assigned or, in the case of a Principal, to the College Principal. Such action will result in the constitution of an Examining Committee which will review the statements. You will be requested to present facts in support of your statements in the presence of the employee concerned. The committee will recommend to the appropriate College authority any action it deems appropriate. If further action is recommended, you may be requested to present facts to additional College committees or officials.

Appeals and Petitions

It is anticipated that some students will have reason to request changes in academic regulations or program requirements affecting them and that students may wish to appeal decisions which affects them personally.

Formal appeals must be made on the Petition Form which is available at the Admissions Office and the Student Development Centre. You will be given the opportunity to appear before the committee, which will review your appeal, to present or defend your case.

Should you wish to appeal a decision, the following steps should be taken:

- a) Discuss your appeal with the instructor, faculty member, department chairman, vice-principal, etc., concerned. If your appeal is granted, it ends there.
- b) If your informal petition is not granted, you may submit a formal appeal on the Petition Form to the Admissions and Appeals Committee through the Admissions Office. If formal appeal is denied, it ends there.
- c) An appeal to change a grade must be submitted no later than the last day of classes of the semester following the issuance of the grade.
- d) In cases involving a change of grade, the appeal may be referred to a faculty committee which will re-evaluate your work. This committee will consist of three faculty members—one chosen by the faculty members concerned, one by the department chairman or his designate and one by you. Specific guidelines are laid down for this committee by the Admissions and Appeals Committee. The committee's decision will be referred to the Admissions and Appeals Committee for ratification and you will be informed immediately of the final decision.

Petitions and appeals will be heard by a standing committee of the College, consisting of the Director of Admissions (chairman), the Dean of instruction, one elected faculty representative and one student representative appointed by the Student Government. In adjudicating a petition and appeal involving a faculty member, that member and his chairman are requested to attend the meeting.

SCHOLASTIC PROBATION

When you register, you are making a commitment to complete your program of courses in that particular semester. Since there will be a considerable demand for admission, you must complete most of your course commitments to retain your eligibility to re-register.

PROBATIONARY STUDENTS

If you do not complete your course commitments in any semester with a Grade Point Average (GPA) of more than 1.50, you may be placed on Scholastic Probation. To have your name removed from the Scholastic Probation list, you must complete your course commitments during your probationary semester with a Grade Point Average (GPA) of more than 1.50. If you do not, you may be considered ineligible to re-register unless you change your program to one in which you have more opportunity for success.

If ineligible to re-register, you may re-apply for admission after missing one semester. Application for re-admission requires a personal interview with a member of the Admissions staff or a counsellor, or both.

SERVICES AND FACILITIES

Douglas College offers a varied selection of educational programs. If you are to choose your courses wisely, the College believes you should be assisted in identifying your interests and aptitudes and in assessing your strengths and weaknesses. You can develop personal initiative and responsibility for planning your future only when you have acquired adequate knowledge about yourself and your goals. Therefore, a wide range of student services are provided to help you achieve maximum benefit from your experience at Douglas College. These include:

FACULTY TUTORIALS

All faculty have been assigned office time to meet with students on an individual or small-group basis. Please consult with faculty members regarding these tutorials.

CAREER INFORMATION

Each career program offers electives of a general or vocational nature, so that you may direct your education toward one of several areas of employment. Transfer programs inherently contain a wide selection of subject areas as well as courses. A significant characteristic of a college education is that one may sample various fields, helping to direct one toward a specific career. Work experience after graduation will be of equal assistance.

Douglas College services will assist you in your choice of a career, but no service will provide an easy or final answer. The library offers extensive selection of books and other materials to help you to learn about various occupations. Faculty members also offer valuable advice in the area of their experiences and special tests are available through

counsellors. Seminars and career meetings are held periodically and representatives of Canada Employment and Immigration Commission are available on and off campus to provide career information.

STUDENT GOVERNMENT

The Douglas College Student Society represents all students of Douglas College, both part-time and full-time.

Through its Constitution, the Student Society has specific aims and objectives. These aims and objectives are carried Government. In accordance with the Constitution, the Society provides financial and informational support to interested groups and clubs where a genuine need has been assessed.

The Student Government provides representatives to most College advisory committees. Through these committees, the needs and wants of the collective and singular student can be voiced.

The Student Government also has the responsibility of providing functions—such as Beer gardens, dances, intra-murals and cultural events as a means for social interaction for Society members. The Student Government also strives to achieve a feeling of unity between all Douglas College campuses.

Douglas College Student Society Business Office	522-6038
Office Co-ordinator	522-6038
Off-Campus Housing Information	522-2311

Campus Offices	
New Westminster	522-2311
Surrey	584-9744
Richmond	278-6021
Coquitlam (Winslow)	939-6611

The Other Press Student Newspaper	525-3830
--	-----------------

*For further information see your Student Handbook.

PROFESSIONAL SCHOOLS

Training in a number of professional areas is offered at the various universities, in some cases at the graduate level.

Students interested in specific professions should study the calendar of the appropriate university.

Both UBC and SFU offer programs in education and commerce. UBC has professional training in physical education, recreation, fine arts (art, music, theatre), agriculture, applied science, engineering, architecture, dentistry, dental hygiene, forestry, home economics, law, librarianship, medicine, rehabilitation, nursing, pharmacy, and social work.

CAMPUS CHOICE

Normally, upon registration you will be able to choose courses offered at the campus nearest your place of residence. To make maximum use of College facilities, however, some students may be required to attend a campus more distant from their homes. It is anticipated that some students will also find it more convenient to attend a campus other than that in their immediate locality. Every effort will be made to satisfy individual preference, but availability of space at a given campus cannot be guaranteed.

If you plan to move close to one of the campuses to take a particular program, you should first contact the Admissions Office for the latest information on program location. Although many courses are given at all campuses, several career programs can be given at only one campus because of the special facilities required.

LIBRARY

On each campus the library provides a wide array of resources designed both to assist students with class-based study and to encourage self-learning. Library resources are open to students, faculty and the general community.

Finding Your Way Around

An active program of library instruction at Douglas College includes in-class lectures and tours for all new students. Individual tours of the library are also available throughout the semester. Students are shown how the Douglas College library system works and where the various facilities are located—beginning with the microcatalogue, the circulation desk, the xerox machine....In other words we answer all those questions that most new students are too shy to ask. Handouts about library services and systems are also available at all campus libraries.

Using the Library

For the majority of new students the library appears to be a complex and bewildering place. While a modern library is a complex institution, its resources can be used to advantage once a patron receives some basic instruction. Reference librarians are available at all campus libraries to assist in individual literature searches and to teach patrons the skills with which to use libraries effectively. The library is a storehouse of valuable information which is useful not only for your particular College courses but for other interests as well—and the library staff are always willing to help you get at the appropriate materials.

Library Courses

The library offers a number of credit courses to help students in writing term papers, preparing seminars, doing research and learning to use the resources in the library. For further details see the course description section of this calendar.

Continuing Education courses are offered each semester. These include a wide variety of subject areas such as: Display Techniques, Children's Programs in the Community, Quality of Life, Personnel Management and Advanced Reference Skills.

Courses in the audio visual areas are also offered and for those interested in AV courses in the past have been: Using the Camera, Basic Audio in Music, Film Evaluation, Preparing a Slide/Tape Presentation and Use of A/V Equipment.

Some Facts and Figures

The present collection includes 105,000 catalogued items of print and non-print material: books, records, films, slides and 1,550 periodical titles, maps and pamphlets distributed between the campus libraries. The entire collection and locations are listed in a union catalogue available at each campus.

The Library acquires, circulates and maintains audio visual materials and equipment. All audio visual production is done by the Instructional Resources Centre at Surrey.

The library houses a number of collections that provide a vital service in augmenting the book, serial, and A/V collections. The pamphlet, government document, map and paperback collections all provide unique information difficult to locate or obtain in the general collections. In addition, collections are maintained for particular types of users; for example remedial learning materials, faculty development collections, and collections located at satellite centres. The Douglas College Art Collection is collected and maintained by the library. The library also houses the College archives, containing printed material pertaining to the history and development of the College. The archives is located on the Coquitlam campus. Finding aids have been prepared for all the collections.

Loan Periods

Most print materials are loaned for a two week period with the exception of periodicals and reference books, which are available for in-library use only. Each campus also has a collection of reserve materials which are loaned, at the request of the instructor, for periods of two hours, 24 hours, three days, or one week.

The audio visual material collections are divided among

the campus libraries. The Douglas College film collection is housed at New Westminster. Douglas College is a member of the Media Exchange Cooperative (an media cooperative of post-secondary institutions in B.C.) and a MEC Catalogue is located on each campus listing available films. Booking for films may be arranged by contacting Audio Visual Services, New Westminster Campus Library.

Each campus library has its own collection of playback equipment which includes 16mm projectors, slide projectors, audiotape recorders, videotape recorders and television monitors, and opaque projectors. Equipment such as cassette recorders, filmstrip viewers and slide viewers are borrowed often by students. Equipment is available to instructors and students on a booking basis. The loan period varies.

Requests and Recalls

Douglas College operates a request and recall system which gives users access to materials on all campuses.

Material From Other Institutions

Your Douglas College borrower's card can be used at all B.C. community colleges and at public libraries within the College district. A system of interlibrary loans, arranged through a provincial interlibrary loan network, allows access to all post secondary institutions in the province including UBC, SFU and the University of Victoria.

HOURS

Surrey, New Westminster, Richmond

Mon. - Thurs. 7:45 am - 10:15 pm

Friday 7:45 am - 5:15 pm

Saturday 9:00 am - 5:00 pm

Coquitlam

Mon. - Thurs. 7:45 am - 7:00 pm

Friday 7:45 am - 5:15 pm

Saturday CLOSED

PHONE NUMBERS

Coquitlam: 939-6611

New Westminster: 521-4851 Local 221

Richmond: 273-5461 Local 56

Surrey: 588-4411 Local 220

COLLEGE BOOKSTORE

Full bookstore facilities are available on Surrey, New Westminster, Coquitlam (Winslow) and Richmond campuses. At present, the Richmond and Coquitlam

Bookstores are open only from 10:00 am-2:00 pm daily; this is subject to change at short notice. The bookstore supplies all textbooks and will accept special orders for books and other materials. It also maintains a collection of reference books, paperbacks, calculators, briefcases, school supplies, stationery, a large range of art supplies including mounting board and illustration board, a large range of drafting supplies, fashion design supplies, and College T-shirts. The bookstore carries an assortment of Douglas College created items such as ring-binders and steins. The bookstore also buys some used texts for resale to students at the start of each semester.

CAFETERIA

Limited cafeteria services are provided on each campus.

PARKING

Growth in student population has resulted in serious overcrowding of campus parking lots. Despite repeated appeals, many people continue to park illegally.

Fire regulations must now be rigidly enforced. Vehicles improperly parked between white lines or vehicles parked in other than designated spaces will be towed away at the owner's expense. There is no reserved parking space at any campus except for students who require the use of a wheelchair. These areas are specifically marked as such, and you are requested to respect them.

Some relief is available to New Westminster students in the adjacent Canada Games Pool parking area. Those unable to legally park in parking lots are urged to find alternative legal parking spaces on roadsides.

HOUSING SERVICES

Since Douglas is considered a commuter college for students in the eight school districts it serves, no residences are maintained. The Student Society provides a listing of available accommodations, but makes no recommendations regarding their quality and does not enter into any disputes between landlords and tenants.

For information on housing please call: Housing Coordinator, 522-2311.

DAYCARE

A day care facility for children of students, faculty, staff and members of the community is located on the Surrey Campus. The day care centre is open to children from three to five years of age. Pre-registration is advised. For more information call the Douglas College Day Care Centre at 588-4411, local 217.

CONTINUING AND COMMUNITY EDUCATION PROGRAMS

Our many Continuing and Community Education programs and courses make Douglas College available to the adult community in the College region. They are designed to be appropriate, convenient and attractive to the part-time mature student.

COLLEGE CREDIT PROGRAMS

These programs lead to certificates and diplomas in the career and university-transfer fields on a part-time basis. Most Douglas programs are available to the part-time student, many of them being available day and evening, on and off campus. Telephone the Admissions Office for details at 588-6404.

COMMUNITY, PUBLIC AFFAIRS AND SPECIAL-INTEREST COURSES AND ACTIVITIES

These are developed with the assistance of organizations, groups and individuals and may be offered in co-operation with school district adult-education departments in our College region. Telephone the Continuing Education Office for current information at 588-6404.

AVAILABILITY OF STUDENT SERVICES

All services are available to both daytime and evening students. For information telephone Counselling and Student Services or Continuing and Community Education, 588-6404.

COUNSELLING & STUDENT SERVICES

COMMUNITY RESOURCES

In the Counselling Centre on each campus, numerous services are available to help students gain maximum benefit from their College experience. The focus of these services is on assisting students to develop initiative and responsibility for planning their future.

These services include:

COUNSELLING

Vocational and Educational Counselling: helps students identify and analyze interests, abilities, goals and develop plans and decision-making strategies.

Personal Counselling: gives students an opportunity to discuss a broad range of personal concerns, to consider ways of dealing with immediate crises, to become more aware of their own lifestyles and to develop strategies for coping with interpersonal situations, both inside and outside the College.

ACADEMIC/CAREER PLANNING

This service assists students in course planning, provides information about career or program requirements, course load, transferability and prerequisites.

STUDENT PLACEMENT SERVICE

The Student Place Office, located in the New Westminster Counselling Centre, is open Monday to Friday and provides opportunities for part-time or summer employment. Available job opportunities, both on and off campus, are made known immediately to students registered with the Placement Office. Facilities are also provided for employers to conduct interviews on campus.

CAREER RESOURCE CENTRE

A comprehensive Career Resource Centre is located in the Counselling Department on each campus.

The Career Resource Centre is a place where students, staff, faculty and any community person can obtain occupational, vocational and educational information.

Each Career Resource Centre contains community college and university calendars from across Canada, occupational forecasts, specific vocational requirements for thousands of jobs, books and charts relating subject to occupations, salary scales and much more.

If you want to know what training, educational or personal requirements exist for a job, if you want to know what the job availability and salary scales are, if you want to know anything related to careers, then visit the Career Resource Centre on your campus.

The Centres exist in order to assist you in your career exploration and selection.

CAREER SEMINARS

In order to provide first-hand and up-to-date information on a variety of careers, the Career Resource Centre sponsors

several Career Seminars during each semester.

Each seminar has guest speakers who are employed in, or do training in, the career area being presented.

All students, staff, faculty and community people are welcome to attend any number of the career seminars.

For more information, contact the Educational Planner in the Counselling Centre on the campus nearest you.

SKILL DEVELOPMENT

In order to cope with the range and difficulty of college textbooks, it is necessary for you to have an adequate reading ability. A reading assessment test is available at the reception desk in the Counselling Office on each campus. This self-administered test will give you an idea of how proficient your reading is.

If you are still unsure of your skills, we encourage you to register for a course in Reading Skills for College (SD 100) offered day and/or evening on all campuses.

HUMAN DEVELOPMENT

Personal growth and human development courses are offered for students who wish to acquire more insight into their behaviour, to improve interpersonal communication skills, or to develop greater awareness of their abilities, aptitudes and interests. Courses include:

LIFESTYLE OPTIONS* CAREER EXPLORATIONS
PERSONAL GROWTH AND AWARENESS
INTERPERSONAL COMMUNICATION SKILLS* GROUP
PROCESS
HUMAN SEXUALITY

SOCIAL EDUCATION

Basic Job Readiness Training (BJRT), Employment Orientation for Women (EOW) and Employment Orientations Program (EOP) are employment preparation programs for adults who wish to enter or re-enter the work force. Students attending these programs may receive a Canada Employment and Immigration Commission allowance or may enter the program as fee-payers at a cost of \$5.00 per week. To enrol as a fee-payer, apply to Admissions at the Surrey campus. If you would like to receive Canada Employment and Immigration Commission sponsorship, contact your local Canada Employment and Immigration Commission Office.

The staff and faculty in the Counselling Centre invite students and members of the community to drop in at any time. Evening interviews arranged by appointment. Drop in or telephone.

Coquitlam Campus	939-6611
Langley Campus	530-7391
Maple Ridge Campus	467-6811
New Westminster Campus	521-4851 local 243
Richmond Campus	273-5461 local 34
Surrey Campus	588-4411 local 267

FINANCIAL AID

GENERAL INFORMATION

Douglas College has a number of scholarships, bursaries and loans for which students may apply. Assistance is available to both full and part-time students. To determine your eligibility, study the following descriptions carefully, since they differ in each case. Because negotiations for

financial aid are conducted on a continuing basis, the Financial Aid Office should be contacted for the latest information. Should you require assistance with your application, or with interpretation of rules and regulations, contact the Financial Aid Office on the Surrey campus or telephone 588-6404.

During the 1980/1981 academic year a first year University Transfer student, living away from home, will have approximately the following costs:

Tuition	\$ 280
Books	200
Accommodation	2,000
Miscellaneous	600
Transportation	250
Total	3,330

If combined student/family resources are inadequate to meet these costs, the student should apply to the Financial Aid Officer for assistance.

Loan applications are normally accepted up to four weeks after the commencement of the semester.

BRITISH COLUMBIA STUDENT FINANCIAL ASSISTANCE PROGRAMS

The Government of the Province of British Columbia has several programs of financial awards and financial assistance for students undertaking studies in designated post-secondary educational institutions. One of these is the Canada Student Loan/B.C. Grant-in-Aid Program as outlined below. The following describes the basic elements of the program as they existed in the 1979/80 educational year (subject to revisions for the 1980/81 year, the program is as follows).

CANADA STUDENT LOAN/B.C. GRANT-IN-AID

The purpose of the Canada Student Loan/B.C. Grant-in-Aid program is to assist students whose resources are insufficient to provide for the cost of full-time studies at the post-secondary level of education. Normally a maximum of \$3,500 per term or \$1,750 per semester can be obtained. Part of the funding is in the form of a Canada Student Loan and part is in the form of a grant. Repayment commences six months after the borrower ceases to be a full-time student at a specified educational institution. The interest, during the school period, is paid by the Federal Government on behalf of the student. Students who have previously received Canada Student Loans but do not negotiate one for their immediate period of study, should submit a Schedule II to their lending institution to retain interest-free status.

The B.C. Grant-in-Aid is normally provided in addition to any Canada Student Loan assistance. This form of assistance is a non-repayable grant and students must apply for a student loan to receive these funds. Grant funds are disbursed in proportion to the amount of Canada Student Loan received. To be eligible, students must register for and carry a minimum of nine credit hours per semester.

Method of Application:

To apply, students should obtain an application form from the Financial Aid Office or at any Campus Admissions Centre. Students planning to enter Douglas College who wish to receive notification of their award prior to the commencement of the Fall Semester must submit applications to Douglas College by July 1.

SPECIAL ASSISTANCE

Part time students enrolled in any program, as well as students enrolled in programs which are fewer than 26 weeks in length, may be eligible to receive a provincial grant to cover the cost of tuition and books. Further details are available from the Financial Aid Office.

"WORK STUDY" PART TIME EMPLOYMENT PROGRAM

For students who wish to have part-time employment, the Work Study program is available to provide up to 180 hours of employment at student assistant rates. Further information may be obtained from the Student Placement Officer.

AWARDS AVAILABLE TO DOUGLAS COLLEGE STUDENTS

Scholarships, Bursaries and Grants:

Anonymous Donor's bursary

From time to time bursaries are made available to the College by benefactors who wish to remain anonymous. Amounts are varied and dispersal is at the discretion of the Financial Aid Officer.

Amalgamated Construction Association of B.C. — Construction Management Bursary

This bursary is available to students entering the third semester of the Construction Management Program and awarded annually by the College in consultation with the donor. To be eligible, an applicant must have satisfactory academic standing and financial need. A written application indicating financial need must be submitted to the Financial Aid Officer, Douglas College by April 1. A personal interview may be required.

ARMA Scholarship Fund

The ARMA Scholarship Fund will award college scholarships of \$600.00 each to students specializing in a field that can lead to a career in records management. Contact Financial Aid for further information.

B.C. Athletic Awards

Awards of \$750 each are available for students already enrolled in a post-secondary institution. Further information and application forms may be obtained by writing to:

B.C. Physical and Amateur Sports Funds
Parliament buildings
Victoria, B.C.
V8W 1K7

B.C. Cultural Fund

A number of scholarships are available annually to assist in the fine arts education and to stimulate advanced studies and professionalism in talented and dedicated British Columbians.

Junior Scholarships — to a maximum of \$250 per year for a maximum of four years (upon re-application each year) for students engaged in full-time study, up to and including second year of a university and/or community college in a fine arts program. Further information and application forms for the above may be obtained by writing to:

B.C. Cultural Fund,
Ministry of Recreation and Conservation,
Parliament Buildings,
Victoria, B.C.
V8W 1K7

B.C. Forest Products Ltd. Scholarships and Bursaries

B.C. Forest Products Ltd. offers a scholarship of \$250 to students proceeding in the Fall from Grade 12 to a full program of studies at a regional college. Information available at Financial Aid Office. Applications must be submitted by September 1.

B.C. Government Employees Union

Each year the B.C. Government Employees Union offers annual scholarships consisting of ten awards of \$500.00 each. Applicants must be relatives of B.C.G.E.U. members, or relatives of deceased or retired members. Applications should be received by the B.C.G.E.U. by February 28. For further information write to: B.C.G.E.U., 4911 Canada Way, Burnaby, B.C. V5G 3W3.

B.C. High School Boys' Basketball Association Scholarship

These scholarships are awarded to successful applicants proceeding from Grade 12 to a full course at any university in B.C., or any other institution of higher learning which is approved by the BCHSBBBA directors. Applicants must have demonstrated proficiency in basketball, have obtained

a C coverage or equivalent scholastic standing and have good qualities of character and leadership. Applicants' need will be a primary consideration of the committee. Apply in writing to: The Secretary, BCHSBA, 1300 East 29th Avenue, Vancouver, B.C. Applications must be received by June 1. Three letters of reference must accompany the application: one from the principal of the applicant's school, one from a member of the high school staff other than the team coach and one from a person who knows the applicant well and will estimate his qualities of character, leadership and participation in community activities.

B.C. High School Boys' Basketball Association Bursary [Lower Mainland Region]

Awards of up to \$150 are made annually to members of the Association by the Lower Mainland Region of the Association. They are based on basketball ability, citizenship, scholastic ability and need. Application should be made to: K.R. McKenzie, Principal, David Thompson Secondary School, 1755 East 55th Street, Vancouver, B.C.

B.C. Hospital Employees Union Local 180—Bursaries

The following bursaries are offered to students who are preceding in the Fall from Grade 12 to a full program of studies in any field leading to a degree at one of B.C.'s four universities or any regional college in B.C.

HOSPITAL EMPLOYEES' UNION (VANCOUVER GENERAL UNIT): Two bursaries of \$350 each.

HOSPITAL EMPLOYEES' UNION (ROYAL JUBILEE UNIT): One bursary of \$350.

HOSPITAL EMPLOYEES' UNION (VICTORIA GENERAL UNIT): One bursary of \$350.

HOSPITAL EMPLOYEES' UNION (PROVINCIAL EXECUTIVE): One bursary of \$250.

Two bursaries of \$500 each.

To be eligible an applicant must:

- 1) Be the son or daughter of an active Member of the union, or the son or daughter of one who was an active member as of January 1, 1976, but who has since been superannuated.
- 2) File with the University Awards' Committee, the University of B.C., a letter indicating the connection of his or her parents with the union and complete the special bursary form of the University. This form, which will be sent to the candidate on receipt of the letter, must be received by the university not later than July 1.

B.C. Indian Arts and Welfare Society

Two bursaries of \$150 each are awarded annually by the B.C. Indian Arts and Welfare Society in memory of Canadian Indians who gave their lives in either world war. Native Indian applicants must be from the province of B.C. and be planning to enter one of the recognized universities or colleges in B.C., or some technical school or other training centre. The award is made by the Executive Committee of the B.C. Indian Arts and Welfare Society. If no application is received from a student entering first year of university, the bursary may then be awarded to a student enrolled in any of the senior years. A written application should be received not later than August 15 by: The Honourary Secretary, B.C. Indian Arts and Welfare Society, c/o The Provincial Museum, Victoria, B.C.

B.C. Lung Association Christmas Seal Society bursary

The B.C. Lung Association Christmas Seal Society Bursary awards a \$500 bursary to a student entering second year in the nursing program. Applications may be made in writing to the Financial Aid Officer on the Surrey campus.

B.C. Telephone Scholarships

Scholarships amounting to \$1,000 are provided to Douglas College students.

Scholarships are awarded in the Fall under the following definitions:

- 1) \$250 to Academic Transfer areas
- 2) \$250 to the two-year Career Program area

3) \$250 to the less than two year Vocational area.

4) Two \$125 awards to students in any of the above program areas who are enrolled part-time.

Application forms are available at the Admissions/Counselling area of your campus.

B.C. Youth Foundation

Loans of unspecified amounts are offered to students demonstrating ability and financial need. Applications may be made through the Financial Awards Officer on the Surrey campus.

Birks Family Foundation Bursary

The Birks Family Foundation has an annual bursary contribution. The number and amount of such awards may vary annually, depending upon the funds available from the foundation. The bursary will be awarded on the basis of academic standing and financial need. For details contact the Financial Aid Officer at the Surrey campus.

Aubrey Burton Bursary

The Canadian Union of Public Employees, Local 1004 offers a bursary in the amount of \$250. The terms of reference for this Bursary are as follows:

- 1) Members of the Union
- 2) Sons, daughters or wards of members of deceased members.
- 3) Sons and daughters of any trade union member.
- 4) The award will be made to an applicant on the basis of financial need and competence in studies, pursuing work in any year and faculty.

To apply, students must send a letter verifying the applicant's parental association with the Union and their educational goals and financial need to the Financial Aid Office on the Surrey campus.

Cal Callahan Memorial Bursary

This Association offers a bursary or bursaries, to the total of \$2,000 awarded annually to sons, daughters or legal wards of persons who derive their principal income from the Pipeline Industry and whose employers are members of this Association. The purpose of these bursaries is to give financial assistance to students who are beginning undergraduate studies in a full program leading to a degree or certificate in any field, at a recognized university or college in Canada. Selection will be made by the Executive Committee, based upon scholastic record and financial need, provided the applicant otherwise qualifies. Applications may be obtained from the Association's Executive Office, Suite 203, 698 Seymour Street, Vancouver, B.C. V6B 3K6 and must be returned by not later than September 30, accompanied by a receipt or other proof of enrolment.

The Canada Council Aid to Artists

Grants are available to individual artists in all disciplines and specialties, to help them improve their skills and to give them free time for creative activity.

Canadian Army Welfare Fund Bursaries

Bursaries are available to assist dependents of former members of the Canadian Army to obtain a post-secondary education by providing financial assistance primarily for tuition and purchase of text books. All applicants must be dependents of former members of the Canadian Army (Regular) who served between 1 Oct 46 and 31 Jan 68. Dependents include natural, step or legally adopted children. Service with the former Royal Canadian Navy or Royal Canadian Air force does not constitute eligibility. Application forms may be obtained at the College.

The Provincial Council of B.C. Canadian Daughter's League

The B.C. Canadian Daughter's League offers a \$300 award to a student in the field of teaching. Apply in writing to the Financial Aid Officers on the Surrey campus.

Hugh Christie Memorial Bursary

Selection criteria for this \$500 bursary:

- 1) Students pursuing a career in Corrections, International Development, social work or YM-YWCA;
- 2) Must be registered in the faculty of Physical Education, Recreation, Social work, Criminology or related fields;
- 3) Application should be supported by a letter of reference(s);
- 4) Application must be in writing, giving full particulars (name, address, age), together with reason for applying for this bursary (in 500 words or less).

Send application to: Mr. Graham Christie, Chairman,
"Hugh Christie Memorial Bursary"
Committee,
Vancouver Area Y.M.C.A.,
6137 Cambie Street,
Vancouver, B.C.
V5Z 3B2

Closing date for applications: September 30.

Certified General Accountants Association of British Columbia

The CGAA offers two continuing education scholarships equivalent to the first year's tuition (approx. \$500) to a graduate of the two-year business program at Douglas College who will be enrolling in CGAA. Written application is to be submitted to the Financial Awards Officer on the Surrey campus by June 1. The character of applicants will be considered along with academic standing.

Institute of Chartered Accountants of British Columbia Scholarships

A \$100 scholarship shall be made available to a full-time student of Douglas College completing the first year of a University Transfer program and is proceeding to second year or to a university in the commerce option, has a good record in the accounting courses completed, has maintained a second class standing overall, has financial need and who is interested in becoming a Chartered Accountant. Written application to be submitted to the Financial Aid Officer on the Surrey campus by June 1.

Cominco Higher Education Awards

Entrance awards of \$350 to \$500 are made available to sons and daughters of Cominco employees. Further information is available by contacting The Secretary, Scholarship and Education Awards Committee, Cominco Ltd., Trail, B.C. V1R 4L8. Applications must be completed by September 1.

Credit Union Foundation Bursary

A \$300 Bursary is to be granted to a technical, academic or vocational undergraduate student who might otherwise have difficulty completing his or her studies by reason of financial hardship. The recipient is to be a Canadian, resident of the area served by the College and to be in attendance at the regional community college. Pick up an application form at the Financial Aid Office at the Surrey campus.

Raymond Crepault Memorial Scholarship

A \$2,500 annual Scholarship is open to French-speaking Canadian citizens to help improve their radio and TV skills in a Canadian institution. Deadline for entries is February 28.

Crown Zellerbach Scholarships

Two scholarships are available to sons and daughters, or legal dependents of employees of Crown Zellerbach Canada Ltd. Selection of the winners will be based on scholastic standing, leadership and citizenship. The award will be made to a student with full high school graduation who is proceeding to a full academic year of studies at the University of B.C., Victoria, Nelson or Simon Fraser University. Winners may also attend B.C. regional college, provided the program taken leads toward a degree at one of

the universities noted above. Application forms are available from the Public Relations Department, Crown Zellerbach Canada Limited, 1030 West Georgia Street, Vancouver. Forms must be received not later than May 15.

Delta University Women's Club Bursary

A \$200 bursary is offered to a woman whose record shows that she merits assistance and perhaps carries some extra type of responsibility. Applications may be made at the Financial Aid Office Surrey campus.

Department of Veteran Affairs

This bursary is available to children of deceased veterans who were eligible for pension under the Pension Act. Applications should be made within 15 months of secondary school graduation. Applicants must maintain acceptable academic standards to ensure continuation of benefits. Apply to Department of Veteran Affairs, 1155 Robson Street, Vancouver, B.C. V6E 1B9.

Douglas College Student Society Scholarship

The Douglas College Student Society has made available four scholarships of \$150 each, to be awarded to returning students of either university transfer programs or career programs. To apply, students must send a personal letter of application outlining their educational goals to the Financial Aid Officer on the Surrey Campus. Applications should be submitted by September 5 or December 1. The award will be applied toward tuition.

Douglas College Women's Association Bursary

This fund provides an award of \$100 each year under the following conditions:

- 1) The proceeds must be applied to tuition fees.
- 2) A full-time female student who has maintained a C average or better.
- 3) A resident of the College region.
- 4) Have a financial need.

Apply in person to the Financial Aid Office. Applications will be accepted throughout the year.

The Fairbridge Society Bursaries

A number of bursaries are available each year to children of former members of the Prince of Wales Fairbridge Farm School, Duncan, B.C. These bursaries are available to students pursuing a full-time course of post secondary studies at a recognized institution of learning. Applications should be directed to: The Secretary/Treasurer, Old Fairbridgian's Association, c/o Hood, Joe & Chong, 116 East Pender Street, Vancouver, B.C. V6A 1T4.

Federal-Provincial Language Programs

Students who are planning to take courses in the second official language may be eligible for assistance. Programs presently available are: Second-Language Monitor Program, Second-Language Study Fellowship and Summer-Language Bursary Program. For further information, contact the Financial Aid Office or write to: French Programs Co-ordinator, Ministry of Education, Parliament Buildings, Victoria, B.C. V8V 2M4.

Financial Assistance for Native Indian Students

The Federal Government provides a comprehensive program of financial assistance to Indian people who wish to take vocational, occupational or post secondary training at Provincial educational institutions. For further information contact your district counselling service or: The Department of Indian Affairs and Northern Development, Regional Office, Box 10061, Pacific Centre Ltd., 700 West Georgia Street, Vancouver, B.C.

First Citizens' Fund/B.C. Native Indian Teachers Association Incentive Bursary Program

Awards are made to status and non status Indian students in college, university and vocational school programs, on the basis of financial need and recommendations. Applications

for and information concerning the program will be available after August 1, from school financial aid offices and Indian counsellors, from the Union of B.C. Indian Chiefs and the B.C. Association of Non-Status Indians, and from: Bursary Program, Indian Educational Resources Centre, Brock Hall 106, University of British Columbia, Vancouver, B.C. V6T 1W5.

Independent Order of Foresters

Six bursaries are available to members, or to sons or daughters of members, of Court Royal City 718, Independent Order of Foresters, for post secondary education. Applications are obtainable and returnable to the Court Secretary by May 1. For information as to where these may be obtained each year, contact the Financial Aid Officer on the Surrey campus.

Fraser Valley Real Estate Board Bursary

The Fraser Valley Real Estate Board offers a bursary to be awarded annually to a dependant of a FVREB Member. The student must be beginning or continuing in a full-time program leading to a recognized degree, diploma or certificate. The applicant must also demonstrate a financial need. Complete applications must be received by the Board no later than June 30. For applications and further information please contact: Claire Kukucha, 588-6555 at the Board office.

Governor General's Silver Medal

A silver medal, presented by His Excellency, the Governor General of Canada, is awarded annually to a Douglas College student. Although no monetary value is attached to the award, it is considered the highest academic honour the College can bestow. Normally, it is awarded to the student who, in the opinion of the Selection Committee, has attained the highest academic standing in the graduating year. Deadline date: Graduation.

Nancy Greene Scholarships

Awards of \$750 each are available for British Columbia secondary school students who are about to enrol in a designated post-secondary institution. Further information and applications forms may be obtained by writing to: B.C. Physical and Amateur Sports Funds, Parliament Buildings, Victoria, B.C. V8W 1K7.

Gyro Club of New Westminster Bursary

This is a Bursary of \$200 for a full time student who has been a resident of New Westminster for a least five years. For more information and to apply, contact the Financial Aid Officer at the Surrey campus.

Ruth Hancock Memorial Scholarship

A \$1,000 annual scholarship has been established for presentation to a Canadian student enrolled in a recognized communications course in Canada. Deadline for entries is January 31. Applications available at Financial Aid Office.

Hockey Canada Awards

The recipient of this award must attend a Canadian university or community college, have passing grades and play for the varsity hockey team at the university they are attending. Awards are as follows:

First year university receives	\$1,200
Second year university receives	700
Third year university receives	500
Fourth year university receives	400
All Community Colleges receive	300

The applications must be completed and returned to the Financial Awards Officer before March 31.

Jo Heunemann Annual Memorial Bursary

The Deltassist Society gives a \$100 bursary to a Delta student studying in the field of community service (Social Service). For bursary forms, contact: Irene McRae,

Executive Director, Deltassist Society, 8327 - 120th Street, Delta, B.C.

Imperial Oil Higher Education Awards

This program offers free tuition and other compulsory fees to the children of employees and annuitants who proceed to higher education courses. Awards are restricted to students under 25 years of age. To qualify, a student must attain an average mark of 70% or higher. Further information and application forms may be obtained from The Secretary, Committee on Higher Education, Imperial Oil Limited, 111 St. Clair Avenue West, Toronto 7, Ontario.

Institute of Chartered Accountants of B.C.

The Institute makes available a \$100 bursary for a full-time student who is completing the first year of the university transfer program and is proceeding to second year in the commerce option. The student should have a second class standing overall, as well as a financial need and should be interested in becoming a Chartered Accountant. Applications should be submitted to the Financial Awards Office, Surrey Campus.

Interior Designers Institute of B.C. Scholarships

The Interior Designers Institute offers a scholarship of \$350 to students taking a full time course in Interior Design. Applications must be made before the final two weeks of the spring term. Details of requirements and application procedure are available from Interior Design Instructors.

Pat Isert Memorial Fund

Each year the interest from this trust fund is awarded to a mature female student who is pursuing her studies in a vocational or career program. Applicants should be residents of School District #43 - Coquitlam, Port Coquitlam or Port Moody. Applications can be obtained at the Financial Aid Office at the Surrey campus.

Labatt's Totem Conference Bursary

Labatt Breweries of British Columbia will make a \$100 Bursary available to a first year student based on academic qualifications and athletic endeavours connected with Totem Conference sport. Applications will be made directly to the Financial Aid Officer at the Surrey Campus.

Langley [or Aldergrove] Secondary School Scholarships

The following scholarships are offered to graduates of Langley or Aldergrove Secondary Schools. For each of these, students must apply to The Chairman, Langley Scholarship Committee, Box 3130, on or before June 15. The scholarships are awarded upon winners' acceptance at UBC or other appropriate post-secondary institutions. If there are no suitable applicants during the year, the scholarships will be awarded in a subsequent year.

1. Langley Anglican Theological Scholarship

Donated by Miss Helda Jude. This scholarship is awarded to the applicant who will be enrolled in any Anglican or United Church theological college, on the basis of scholarship, extra-curricular activities, Church and community interests and need. Applicants need not have written departmental examinations but preference may be given to those who have.

2. Langley Memorial Hospital Medical Staff Scholarship

Donated by the Medical Staff of Langley Memorial Hospital. This scholarship is awarded to applicants proceeding to first year in the Faculty of Medicine at UBC or equivalent university, on the basis of scholarship, high moral character and need. Applicants need not have written departmental examinations but preference may be given to those who have. If the winner is subsequently awarded an equivalent or better scholarship from a source outside the fund, this scholarship may revert to the next most suitable applicant.

3. Langley Pharmacists' Scholarship

Donated by the pharmacists of Langley City and

Municipality. This scholarship is awarded to applicants proceeding to first year in the faculty of Pharmacy at UBC or equivalent university, on the basis of scholarship, high moral force of character and need. Applicants need not have written department examinations but preference may be given to those who have. If the winner is subsequently awarded an equivalent or better scholarship from a source outside the fund, this scholarship may revert to the next most suitable candidate.

The Royal Canadian Legion [Pacific Command]

The Royal Canadian Legion (Pacific Command) offers annual bursary awards for post-secondary education. Bursaries are awarded primarily on the basis of financial need. Preference is given to sons and daughters of deceased, disabled or other veterans, although applications from other worthy students are also considered. Deadline for application is May 31. Obtain information from The Royal Canadian Legion, Pacific Command, 3026 Arbutus Street, Vancouver, B.C. V6J 4P7.

Royal Canadian Legion - [Branch 177]

The Mount Pleasant Branch 177 of the royal Canadian Legion offers three bursaries of up to \$300 each to assist students taking the Long Term Care Program - Nursing Aides Program. The bursaries are offered to sons and daughters (including grand-children) of war veterans. Application can be made through the Financial Aid Office, Surrey Campus.

Lord Strathcona Fund

This award is administered through the Vancouver Foundation and can provide assistance to female students who were born in Great Britain, Scotland, Ireland or Wales. The awards are varied in amount and are awarded in the Fall. Applications must be made through the Financial Aid Office of Douglas College.

John B. Macdonald Alumni Bursaries

The UBC Alumni Association offers bursaries of \$350 each to students entering UBC for the first time from a regional college. Applicants must complete the UBC bursary application form and supplement the application with two letters of recommendation. One of these must be from the Financial Awards Officer of the college being attended. The application with the required letters of recommendation and transcripts of the applicant's grade 12 marks and college marks must be forwarded by July 1 to: The John B. Macdonald Bursary Competition, c/o University Awards Committee, Room 207, Buchanan Building, University of British Columbia, Vancouver. Only applicants who will enrol at UBC in September, who will be full time students on a program leading to a degree, will be eligible.

MacMillan Bloedel Special Scholarships

Twelve scholarships of \$100 to \$500 each are available annually to sons and daughters (or legal dependents) of employees of the company serving in any MacMillan Bloedel Division in North America. These scholarships are open to students graduating from Secondary schools and proceeding to studies at recognized institutes of higher learning. Awards will be made on the basis of academic ability. Application forms must be submitted by May 31 each year and may be obtained from the Manager of Personnel Supervisor at each operating division, or from the Secretary, Scholarship Committee, MacMillan Bloedel, 1075 West Georgia, Street, Vancouver, B.C.

Maple Ridge School Bursary

An award of \$300 has been made available to School District No. 42 to a resident of the Maple Ridge School District who is enrolled as a full time student at the Maple Ridge Campus of Douglas College. Applications should be sent to the Financial Aid Office at the Surrey Campus.

Mungo Martin Memorial Award

The subject awards will be made annually from the proceeds of the Mungo Martin Memorial Fund, raised by public subscription under the sponsorship of the B.C. Indian Arts and Welfare Society of Victoria, B.C., to commemorate Mungo Martin, the late Kwakwaka'wakw chief, artist, philosopher and carver, who did so much to revive appreciation of Indian art and traditions of the Northwest Coast, winning renown far beyond its boundaries.

Awards will be made in any amount or amounts in any year within the limitations of available funds (Awards normally from \$100 to \$300).

The purpose of the awards is to assist people of Indian racial background to further their education, vocational training, skills and competence in arts, handicrafts and other worthy endeavours.

Candidates must be of Indian racial background and must be domiciled in B.C. at the time of application.

Applications should be made on forms provided by the Board of Trustees and may be mailed to: The Board of Trustees, Mungo Martin Memorial Award Fund, Mrs. Velva B. Rossiter, Humpback Road, R.R.6, Victoria, B.C. V8V 3X2.

The Grand Lodge Masonic Bursaries

The Grand Lodge of Antient Free and Accepted Masons of B.C. offers annual bursaries from \$200 to \$500 each to sons, daughters and legal wards of active members of Masonic Lodges in B.C., or of deceased members who at the time of death were active members. The purpose of these bursaries is to assist students who, lacking financial aid, might otherwise find it impossible to continue their education. Winners are selected from among applicants who have satisfactory academic standing and who are beginning or are continuing undergraduate studies at UBC, SFU, U.Vic., BCIT or a regional college, in a full program leading to a degree or certificate in any field. Preference is given to applicants entering the University or College from Grade 12 and to undergraduates in second year studies. To qualify for consideration, a candidate must obtain an application form from The Grand Lodge of B.C., A.F. & A.M., 1495 West 8th Avenue, Vancouver, B.C. V6H 1C9. The completed application, which must be received by Grand Lodge not later than July 1, must be accompanied by a letter from the Lodge Secretary verifying the applicant's parental association with the Masonic Order. Each application must be accompanied by a transcript of the student's academic record at the institution most recently attended. If a Grade 12 transcript is not immediately available, it must be forwarded at the first opportunity. The Campus location to be attended must be indicated to avoid delay in receiving the bursary.

Mohawk Oil Co. Ltd. Scholarship

The Mohawk Oil Co. offers two scholarships of \$250 each to students of Douglas College. Scholarships are awarded on the basis of academic standing and financial need. Letters of application are to be directed to the Financial Aid Officer, Douglas College. Available for the Fall semester.

National Scholarship Program of the Printing and Publishing Industry

Scholarships ranging from \$100 to \$500 are available for students interested in a career in some aspect of graphic communications—such as management, design, technology, engineering or science—and pursuing studies in a field related to that career. For further information and application forms, write to: Canadian Graphic Arts Scholarship Trust Fund, Suite 906, Fuller Bldg., 75 Albert Street, Ottawa, Ontario, K1P 5E7.

National Secretaries Association Bursary

A \$100 bursary will be offered each January to a student who has been studying in the Secretarial Arts Program for three months or more. The selection committee will be made

up of two instructors in the program and one member of the Association. Application forms are available at the Admissions Counselling Centres.

The Royal Canadian Naval Benevolent Fund Awards

Financial Assistance in the form of grants or loans to former members of the Naval Forces of Canada, or their attending College, University or other educational and vocational institutions will be considered in the light of the following criteria:

- 1) Ability of parent(s) to finance such education without detriment to a normal acceptable standard of living.
- 2) Consideration of all other available resources such as scholarships, bursaries and student loans.
- 3) Motivation and educational potential of the dependent.
- 4) Mid-term academic progress of the dependent and
- 5) For subsequent years' assistance, annual review and a year end report of student progress.

Serving members should make application through their Ship's representative or Commanding Officer.

Former naval personnel, or dependents, should make application to the nearest Naval division, District Office of the Department of Veterans Affairs or to Head Office, eastern Committee or western Committee as follows:

The Secretary Treasurer, The Royal Canadian Naval Benevolent Fund, P.O. Box 505, Station "B", Ottawa, Ontario, K1P 5P6; The Secretary, Eastern Committee, RCN Benevolent Fund, Room B-21, Administration Bldg, CFB, Halifax, FMO Halifax, N.S. B3K 2X0 or the Secretary, Western Committee, RCN Benevolent Fund, CFB, Esquimalt, FMO Victoria, B.C. VOS 1B0.

Nel's Enterprises Ltd.

An award in the amount of \$150 is available each year to needy and deserving students of Douglas College. Preference will be given to students attending the majority of courses on the campuses served by Nel's Enterprises, caterers for New Westminster, Surrey and Coquitlam campuses. Application for this award can be made through the Financial Aid Office, Surrey campus, by November 1.

Nursing Student Bursaries

Bursaries of \$150 per month are available to student practical nurses. Information and application forms are available through your Financial Aid Officer at the college.

Independent Order of Odd Fellows — Joint bursary

Bursaries of \$200 are available annually to assist students who are undertaking a full-time post secondary education. These are provided by the Grand Lodge, Rebekah Assembly and the Grand Encampment of the Independent Order of Odd Fellow of B.C. Applicants must have direct connection with one or more branches of the Order through parents, grandparents or close relatives. Special consideration is given to financial need. Application forms are obtainable from and returnable to any Odd Fellows or Rebekah Lodge by May 1.

Pacific Association for Continuing Education (PACE) Bursary

The amounts of bursaries awarded shall vary between \$50 and \$200 for any one period of study. Eligibility:

- 1) An individual is eligible for a bursary if registered as a part-time or short-term student in any recognized and formally organized learning activity in continuing education or training in B.C., e.g. Academic Advancement, Trades and Union Skill Training, Business Training, Adult Education, Community Education.
 - 2) Bursaries are open to residents of B.C.
 - 3) Recipients are eligible for only one bursary award.
- The bursary shall be applied directly to tuition fees or course materials. Apply in writing to the Bursary

Committee, Pacific Association for Continuing Education, c/o Douglas College, P.O. Box 2503, New Westminster, B.C. V3L 5B2.

Parks Canada Undergraduate Scholarships for Registered Indians and Inuit People

Parks Canada scholarships in the amount of \$1,000 are available. For eligibility and application, see your Financial Aid Officer.

Adele Peet Memorial Bursary

The Adele Peet Memorial Committee is accepting applications for bursaries in the amount of \$250. Selection criteria:

- 1) Applicant must be a resident of the Lower Mainland
- 2) Must be registered in the Faculty of Nursing, Physical Education or Recreation
- 3) Application should be supported by a letter of reference(s).
- 4) Application must be in writing, giving full particulars (name, address including postal code, age) together with reason for applying for this bursary (in 500 words or less).

Send application to: Mr. Dennis Peet, Chairman, "Adele Peet Memorial Bursary" Committee, c/o Vancouver Area Y.M.C.A., 6137 Cambie Street, Vancouver, B.C. V5Z 3B2.

P.E.O. Education Fund

The P.E.O. Educational Loan Fund makes loans available to qualified women who desire higher education. A woman is eligible to receive consideration for a loan if she is a high school graduate (or equivalent), is a citizen of the U.S. or Canada, is recommended by a local chapter of the P.E.O. Sisterhood, and either is enrolled or will enrol in any accredited college or university. For more details, contact Douglas College Financial Aid Officer, Surrey campus.

The maximum loan to any student may not exceed that recommended by her sponsoring chapter and is limited to \$1800. Loans and their amounts are subject to the availability of funds.

Premier's Athletic Awards

Awards of \$1,000 each are available for students already enrolled in a designated post-secondary educational institution. Further information and application forms may be obtained by writing to: B.C. Physical and Amateur Sports Funds, Parliament Buildings, Victoria, B.C. V8W 1K7.

RNABC Education Loan

The Registered Nurses Association of British Columbia offers loans up to twice the estimated study costs for students who have successfully completed all but the final year of a basic baccalaureate program in nursing, have been accepted for the proposed course of study, or will enrol in Placement Services. For instructions and applications write or phone: Registered Nurses' Association of British Columbia; 2130 West 12th Avenue, Vancouver, B.C. V6K 2N3. Phone 736-7331.

Regular Officers Training Plan (ROTP)

This plan combines university subsidization with career training as an officer in the Regular Component of the Canadian Forces. Successful candidates are enrolled in the rank of officer cadet and are required to maintain a good academic and military standing while in the plan. All tuition and other essential fees are paid by the Department of National Defence. In addition, the officers cadet receives an annual grant of \$125 for books and instruments and is paid \$255 a month for personal and living expenses. Free medical and dental care is provided. Annual leave (30 day plus travel time) with full pay and allowances may be granted each year, usually after the summer training period. On graduation, the officer cadet is commissioned to the rank of lieutenant.

Reserve Officer University Training Plan [ROUTP]

In contrast to the ROTP, this plan carries no service obligation. Successful candidates are enrolled in the service forces as officer cadets and may be promoted to the rank of second lieutenant after the first year of military training. The purpose of the ROUTP is to provide military training leading to commissioned rank in the reserves to selected undergraduates attending Canadian universities and community colleges. The plan involves 15 days training over the winter and up to 16 weeks in the summer. Enrolment standards include: Canadian citizen, aged 17 - 22 (exceptions possible), married or single, medically fit and must be enrolled in an undergraduate program as a full time student (university transfer program in community colleges). Approved institutions in the Greater Vancouver area are:

Capilano College, North and West Vancouver
Douglas College, New Westminster, Richmond, Surrey
Simon Fraser University, Burnaby

The University of British Columbia, Vancouver
Vancouver Community College, Vancouver

Participating armed forces units in the Lower Mainland are:
British Columbia Regiment (Armoured), 620 Beatty St., Vancouver

15th Field Regiment (Artillery), 2025 West 11th Avenue, Vancouver

HMCS Discovery (Navy), Stanley Park, Vancouver

Royal Westminster Regiment (Infantry), 1650 Burrard St., Vancouver

6th Field Squadron (engineers), 1513 Forbes St., North Vancouver

Vancouver Service Battalion (Service Corps, Security, Ordnance, Medical), 4050 West 4th Avenue, Vancouver

Enquiries and applications should be directed to the Commanding Officer of the Armed Forces Reserve Unit.

Richardson Scholarship Plan

James Richardson and Sons Ltd. sponsors 5 University and 3 College scholarships for children or wards in the James Richardson Company and participating affiliates and for children or wards of former personnel who are retired or deceased. Each university scholarship award is valued at \$750 per annum, for a maximum of five years or until a first degree is obtained, whichever occurs first. Each college scholarship award is for 2 years and is valued at \$350 per annum. Further information and application forms may be obtained from the address below. Applications must be completed in duplicate and arrive not later than June 1. Applicants should clearly state that they are applying for a scholarship under the Richardson Scholarship Plan. It should be borne in mind that the scholarships are for first year entrance to universities or colleges. Write to The Director of Awards, Association of Universities and Colleges of Canada, 151 Slater Street, Ottawa, Ontario. K1P 5N1.

Merrill C. Robinson Bursary

A bursary in the amount of \$1,000 is available to blind students attending any university or college in British Columbia, other than the University of British Columbia. Sponsored by the Canadian National Institute for the Blind.

Rotary Foundation Scholarships

The Rotary Foundation seeks to promote understanding and friendly relations between people of different nations through programs such as Graduate Fellowships, Undergraduate Scholarships, Technical Training, Journalism and Teachers of the Handicapped awards. These awards are made to outstanding students, technicians, journalists or teachers for one academic year of study in another country. Applications must be received by March 1. Field of Study

Undergraduate Scholarship—awarded after completion of 60 transferable credits.

Journalism Award—awarded after completion of two

years of Journalism or completion to two years of full-time employment as a journalist.

Further information may be obtained from the Financial Aid Officer or Chairman Rotary Foundation Committee, box 493, New Westminster, B.C. V3L 4Y8.

Royal Arch Bursaries

Four or more bursaries, in the amount of \$300 to \$500 each, have been established by the Royal Arch Masonic Order to give assistance to sons and daughters of Members of Chapters in British Columbia or Yukon Territory, in good standing, or of deceased members, who without assistance would be unable to continue through university. They will be awarded annually, on the basis of scholastic standing and need, to eligible students proceeding directly in the fall from Grade 12 to a full program of studies at the University of British Columbia, Simon Fraser University, University of Victoria, any recognized regional colleges in B.C., the B.C. Institute of Technology or any other B.C. Technical or Vocational schools, including schools of nursing.

Further information and an application may be obtained from the University Awards Committee, Room 50, General Services Administration Building, UBC, Vancouver, B.C. V6T 1W5. Application deadline July 1.

Simon Fraser University Regional College Entrance Scholarships

Scholarships ranging in value from \$100 to \$350 are available to students entering SFU for the first time from regional, junior or community colleges. Application should be made just prior to, or at the time of, registration and a transcript of marks MUST be submitted along with the application. Applicants without a transcript will not be considered. Applicants should have an average of 75% or better in order to apply. These scholarships will be awarded each semester. Apply to the Financial Awards Officer, Simon Fraser University, Burnaby, B.C.

Margaret Sinn Bursaries

This bursary is offered in the amount of \$500 annually in one or more bursaries. Applicants must have successfully completed one year of a nursing program. Applicants must demonstrate financial need, academic ability and general aptitude. A written application should be received not later than June 15 by: Registered Nurses Association of B.C., 2130 West 12th Avenue, Vancouver, B.C. V6K 2N2.

Social Services Employee's Union Bursary

Bursaries totaling \$717 have been made available to students enrolled in any of the following 3 programs: Community/Social Service Worker, Early Childhood Education and Child Care. To be eligible, a candidate must be currently enrolled, have good academic standing and demonstrate financial need. Applications must be submitted to the Financial Aid Office by January 31. Scholarship/Bursary application forms are available at the Admissions/Counselling centre of any campus of Douglas College.

The Soroptomist Regional Awards

Awards of \$1,250 will be administered upon need and course of study. The guidelines for choosing a recipient are that the applicant:

- 1) be a woman over 30 years of age (but not limited to)
 - 2) be either the head of household or have family financially dependent on her
 - 3) have not completed college or university
- Obtain application forms from the Financial Aid Office on the Surrey Campus not later than December 31.

St. John's Ambulance Bursaries

One or more bursaries of \$1,000 from the Margaret MacLaren Memorial Fund will be awarded annually to student nurse applicants entering or advancing their nursing education in a diploma and baccalaureate program. One bursary from the fund may also be awarded to an

experienced Registered Nurse for study at the Masters level. Applications must reach National Headquarters not later than May 31, addressed to the Chairman, Bursary Committee, 321 Chagel Street, Ottawa, Ontario, K1N 7Z2.

The Dot Stoberg Memorial Award

A bursary of \$75 is awarded every Fall semester by the Western Society for Senior Citizens' Services in the memory of the outstanding service to the community given by the late Dot Stoberg. This bursary will preferably be given to a student residing in the New Westminster, southeastern Burnaby, Coquitlam, Port Moody or Port Coquitlam areas who has worked either professionally or voluntarily on behalf of senior citizens and intends to pursue studies related to their needs. Applications should be submitted to the Senior Citizens' Service Bureau, 308 6th Street, New Westminster, B.C.

Summer Language Bursary Program

During the coming summer, this program will assist over 7,000 Canadian students to take immersion courses in French and English.

Students are eligible if they meet the following conditions:

- 1) are Canadian Citizens or landed Immigrants at the time of application
- 2) have attained post-secondary standing (completion of Grade 12) by June 30
- 3) were enrolled in full-time studies during the academic year.
- 4) were at least 16 years old by December 31.

The bursary is valued at \$800 and covers such costs as tuition, accommodation, meals and instructional materials. The bursary is paid directly to the institution at which the student has been accepted

Applications and brochures concerning the program will be available by writing to Mr. D.R. Worsley, Administrative Officer, Department of Education, 835 Humboldt St., Victoria, B.C. V8V 2M7.

University of Victoria Entrance Scholarship

In order to expand the opportunities for excellent students throughout British Columbia to continue post-secondary studies, the University of Victoria has implemented an entrance scholarship program. The awards are to be allocated on a college regional basis. Those students considered the most outstanding within the region will be eligible for awards valued at \$500. Applications should be made during final semester at the college. Forms are available at the Financial Aid Office.

University Women's Club Surrey/Langley Bursary

The Surrey/Langley University Women's Club offers a \$200 bursary each semester to mature women students to be applied towards tuition. Preference will be given to applicants from the Surrey/Langley area, however, students from other areas may certainly apply. This bursary is designed to assist women who are seeking retraining through Douglas College programs. Letters stating eligibility for this award may be directed to the Douglas College Financial Aid Officer, Surrey Campus, before the beginning of each semester.

University Women's Club of White Rock Bursary

The University Women's Club of White Rock offers two bursaries to women students who have graduated from a school in the Surrey-White Rock District (School District No. 36). Students must be entering third year university and enrolled in studies leading to a degree. Applications may be obtained from the Bursary Committee. For the name and address of the secretary and any further information, please contact the Douglas College Financial Aid Officer on the Surrey Campus. Closing date for applications is September 30.

Vancouver Foundation Bursaries

The following bursaries are available through application to

the Vancouver Foundation:

Thomas and Dorothy Burgess Fund

This fund may assist students at any level of study in programs related to any branch of Forestry in B.C. Three awards of up to \$300 each are available annually.

Ingledeu Bursary Fund

This fund may provide bursaries or scholarships to deserving students in the fields of science and music in B.C. Two awards in the amount of \$200 each are available annually.

H.R. MacMillan Family Fund

This fund is for the provision of aid to students who live in communities where MacMillan Bloedel has operations. Approximately 50 awards are available annually in amounts ranging from \$150 to \$600.

Lord Strathcona Fund

Eligible applicants for these awards shall be women who were born in Great Britain and who are pursuing studies at the post-secondary level in B.C. Awards are made on the basis of financial need and/or academic ability. Up to 10 awards in amounts ranging from \$200 to \$600 are available annually.

William and Emily Ross Fund

This fund provides financial aid to students who are physically handicapped. Eligible applicants are B.C. residents pursuing studies at a recognized institution in B.C. or elsewhere. Up to 10 awards in amounts ranging from \$200 to \$600 are available annually.

Application for the above bursaries can be made by writing to the Vancouver Foundation and supplying the following information.

- 1) A biographical letter describing the student's family background, general interests, educational objectives and career objectives.
- 2) Names of two references who may be contacted with respect to the student's academic, artistic and other abilities pertinent to his or her field of study.
- 3) A recent transcript of marks.
- 4) A budget outlining the student's anticipated income and expenses for the period of study for which aid is being sought.

Letters of application should be received between April 1 and June 1 of each year. Exceptions are: March 1 to May 1 for the H.R. MacMillan Family Fund. The Lord Strathcona Fund and William and Emily Ross fund are open to application at any time. In most cases a personal interview will be required as part of the application procedure. Enquiries can be directed to Research Officer, Vancouver Foundation, #900, 1199 West Pender St., Vancouver, B.C. V6E 2R1.

Vancouver Municipal and Regional Employees Union Bursary

A bursary of \$300 is available annually to members of the Union, or to the sons, daughters, or legal dependents of members who, at the time the award is made, have held membership in the union for at least two years. The award will be made by the College, in consultation with the union, to a qualified applicant who is beginning or continuing full time enrolment at Douglas College. The award is based on Financial need and academic standing in previous studies. For further information, contact the Financial Aid Officer at the Surrey campus.

Vancouver Police Scholarships

Scholarships of \$250 each have been established to assist promising and deserving children of members and deceased

members of the Vancouver Police Force to continue their studies at UBC, SFU or Douglas College. Academic standing and financial need are taken into consideration for the award. Application forms may be obtained from The Secretary, Vancouver Police Force Scholarship Committee, 312 Main Street, Vancouver, B.C. Applications must be returned to the Secretary not later than June 30.

The Vancouver Sun Regional College Entrance Scholarships for Sun Carriers

The Vancouver Sun offers three scholarships of \$250 each annually to students proceeding in the Fall from Grade 12 to the first year of a regional college in B.C., in a full program of studies (comprising of two consecutive semesters or the equivalent) in courses leading to a university degree. To be eligible, applicants must have been carriers of the Vancouver Sun for at least two consecutive years. The awards will normally be made to the students with the highest standing, based on their final secondary school transcripts, but in no case will an award be made to a student who obtains a standing of less than 70 per cent. A winner who ranks in the top 10 per cent of the students in the College and who proceeds to the second year of the College in a full program of studies leading to a university degree will be granted a renewal in the same amount. A winner, who after completion of one or two years of college, transfers to a full course of studies at a public university in B.C. and who ranks in the top 10 per cent at the time of transfer will qualify for a scholarship in the amount of \$500. For continued university attendance he/she may then be eligible for up to two further renewals or until the first undergraduate degree is obtained, whichever is the shorter period. Renewal each year is conditional upon the student ranking in the top 10 per cent of students in the year and faculty in which he/she is registered. Applications must be accompanied by the service certificate of the Vancouver Sun. Application forms may be obtained from the Scholarship Office, 50 General Services Administration Building, University of B.C., Vancouver, B.C. V6T 1W5. Deadline for application is July 1st.

Veterans Administration [US]

For citizens of the United States, Douglas College is an eligible institution for VA funding. For further information and application forms, contact the Financial Aid Office in Surrey.

White Rose Bursary

A \$100 Bursary is available to Douglas College students. The priorities used for selection are:

- 1) A full-time Douglas College student who is a resident and has requested entry into the program.
- 2) A full-time Douglas College student who is a non-resident and has requested entry into the program.
- 3) A part-time Douglas College student who is a resident and has requested entry into the program.
- 4) New applicants who are residents.
- 5) A part-time Douglas College student who is a non-resident and has requested entry into the program.
- 6) New applicants who are non-residents.

Application forms are available through the Financial Aid Office on the Surrey Campus.

The International Woodworkers of America Local 1-80 Bursary

The International Woodworkers of America Local 1-80 offers a bursary in the amount of \$400 in open competition to all I.W.A. Local 1-80 members, a wife, son or daughter of an I.W.A. Local 1-80 member, or to a person who is wholly supported by a member in good standing of Local 1-80. In making the award the Bursary Committee will be guided by the following:

- 1) Estimated final mark for the school year
- 2) Indication of need
- 3) All applicants must be on the university program proceeding to any degree-granting university, the B.C. In-

stitute of Technology, regional colleges or other accredited vocational or technical school to complete a course leading to establishing a career.

All those desiring to complete must notify the Financial Secretary of I.W.A. Local 1-80, 351 Brae Road, Duncan, B.C. by a letter not later than May 15 of the current year.

George C. Wootton Scholarship Fund

In recognition of George Wootton's outstanding dedication, service and contributions to Douglas College and the community college system, the College Board has established a scholarship fund in his name. This fund will provide approximately \$1000 annually to be awarded as scholarships. It is expected that the initial awards will be made in November 1980. Application forms are available through the admissions/counselling centres.

Youth Bowling Council of B.C.

Several Awards of up to \$200 are made annually to members of the Youth Bowling Council of B.C. Awards are given to students entering Douglas College from high school and are based on participation, citizenship and scholastic ability. Application should be made directly to Youth Bowling Council 2260 Kingsway, Vancouver, B.C. V5N 2T7. Available for both Fall and Spring semesters.

Student Emergency Loan Fund

This fund provides a short-term, interest free loan to students for a period of usually 30 days. Amounts are limited. Contact the Financial Aid Office for further information.

ENTRANCE SCHOLARSHIPS

The following list includes Scholarships and Bursaries which are available to students entering Douglas College from Grade 12 of Secondary Schools in the area. The list must be used in reference to the "Entrance Scholarships and Bursaries" booklets which are available at the Financial Awards office of the University of British Columbia.

Entrance Scholarships—Contains awards which require a UBC application.

- 1) **B.C. Forest Products Ltd. Regional College Scholarship #4777**
Twenty scholarships of \$100 each for dependents of employees of the company.
- 2) **Federation of Telephone Workers of B.C., Plant Division Scholarships #4710**
Two scholarships of \$500 each are open to sons and daughters of members. Major factor—financial circumstances of applicant and family.
- 3) **Grand Lodge Masonic Bursaries #7597**
Bursaries from \$200 to \$500 are open to sons, daughters and legal wards of members. Applicants will need a letter from the secretary of the Lodge.
- 4) **William L. Hurford Memorial Scholarship #4786**
Scholarships of \$500 are open to sons and daughters of members of International Longshoremen's and Warehousemen's Union. Factor—Highest academic standing.
- 5) **International Longshoremen's and Warehousemen's Union Entrance Scholarship #4718**
Four scholarships of \$500 each are open to sons and daughters of members. Factor—highest academic standing.
- 6) **The I.W.A. Credit Union Scholarship #4719**
A scholarship of \$350 is open to dependents of members of the credit union—academic standing, interest in community affairs, character.
- 7) **Ocean Construction Supplies Ltd. Entrance Scholarships**

#4726

Scholarships to a total of \$1000 are open to employees' sons and daughters.

8) **Retail Clerks Union, Local 1518**

#0547

Two scholarships of \$350 each are available to members or dependents of members. Also available to Douglas College students.

9) **Retail Wholesale and Department Store Union Local 580 Bursary**

#7672

Two bursaries of \$250 each are available to active members and dependents of members. Basic factor—financial need of candidates and their families. Also available to Douglas College students.

10) **The Royal Arch Bursaries**

#7678

Four or more bursaries of \$300 to \$500 each are open to sons and daughters of Chapter members in B.C. and the Yukon. Factor—scholastic standing and need.

11) **Standard Oil Co. of B.C. Ltd. Entrance Scholarship**

#4734

Four scholarships of \$500 each are available.

12) **Standard Oil Co. of B.C. Ltd. Special Scholarship**

#4735

A scholarship for \$2,000 (\$500 a year with renewals for 3 years) is open to children of employees.

13) **Tahsis Co. Ltd. Entrance Scholarship**

#4737

A scholarship of \$500 is available. Must take two consecutive semesters at Douglas College.

14) **University of B.C. Employees Society No. 116**

Scholarship

#4743

One scholarship of \$500 and 1 scholarship of \$300 are available to dependents of members of the union. Academic standing, interest in community affairs and personal qualities are considered.

15) **Vancouver General Unit, Local 180 Scholarships**

#4716

Two scholarships of \$350 each are open to sons or daughters of members.

16) **The Vancouver Sun Regional College Entrance Scholarships for Sun Carriers**

#4780

Three scholarships of \$250 each are open to students proceeding from Grade 12 to first year at a regional college and enrolled in studies leading to a university degree. Applicant must have been a Sun carrier for at least two consecutive years.

17) **Vancouver Municipal and Regional Employees Union Bursary**

#7710

A \$600 bursary is open to members of dependents of members of the Union.

18) **The Victoria General Unit Local 180 Scholarship**

#4781

A \$250 scholarship is open to sons or daughters of members.

19) **War Amputations of Canada, Vancouver Branch, Bursaries**

#7718

Twenty bursaries of \$250 each are open to children of active members of the branch.



OCCUPATIONAL PROGRAMS

ADULT BASIC EDUCATION

Through its Adult Basic Education Programs, Douglas College offers a variety of courses designed to meet the needs of adults whose limited general education prevents them from obtaining and holding rewarding employment. Manpower sponsorship is available in some cases. Check with your Campus Counselling Centre for details.

ACADEMIC UPGRADING

Adult Literacy Programs: Adults who have difficulty reading, writing and spelling can go back to the very beginning and learn the basics. This course is offered free of charge on the Coquitlam and Langley campuses. Flexible hours are available for shift workers. For information call:

Coquitlam 939-6611
Langley 530-7391

Join the I CARE Project: Meet with a trained volunteer tutor in your community once a week. The tutor will teach you to read or write on a one-to-one basis. All inquiries for basic skills instruction are confidential.

Tutoring Adult Non-Readers: Do you want to teach an adult to read and write? We offer free training to adults willing to commit themselves to a tutoring relationship for one year; ten hours of workshop instruction and 5 hours of lab experience. For more information call:

Coquitlam 939-6611

Volunteers Needed: Volunteers needed to tutor adults, help with community awareness of literacy problem, publish I CARE newsletter. For more information call:

Coquitlam 939-6611

Vocational Grade 5-12 Equivalency: (B.T.S.D. Levels II, III and IV). Half-time and full-time students can start this program any time, proceed at their own rate and graduate when ready. In most cases, persons working on a swing-shift schedule can be accommodated. For detailed information see course descriptions for ABE 200, ABE 210, ABE 300, ABE 310, ABE 320, ABE 400, ABE 410 and ABE 420 in this calendar. Fees for these courses are as follows:

Full-time student — \$30/mo.

Half-time student — \$15/mo.

Quarter-time student — \$7.50/mo. (evenings only)

For further information on the location of course offerings, contact your local campus.

Canada Employment and Immigration Commission Programs: (B.T.S.D. Levels II, III and IV). Students attending these programs receive a Canada Employment and Immigration Commission training allowance. All students on these programs are required to attend full time (30 hours per week). For detailed information, see course descriptions for ABE 200, 210; ABE 300, 310, 320; ABE 400, 410, 420 in this calendar. To enrol in a C.E.I.C. course, students MUST first contact their local Canada Employment and Immigration Commission office.

AGRICULTURAL PROGRAMS

BEEF PRODUCTION PROGRAM

(In co-operation with Fraser Valley College)

This program offers comprehensive introductory training in the area of beef production. The five-week classroom portion includes: breeds of beef cattle used in Canada; beef production programs; selection of beef cattle; housing and equipment; ruminant digestion; basics of feeding; reproduction; pregnancy and care of a newborn calf. Nine weeks training will be provided with host beef farmers where students will receive supervised work experience. Herd health programs and practices will be discussed by veterinarians from the Provincial Veterinary Laboratory at Abbotsford. See course description for Agriculture 180.

Admission requirements: Interview with instructor.

Duration: 14 weeks (Monday-Friday). Some Saturdays "on the job".

Cost: \$32.00 per month (including student fee).

This program is offered at the Langley Campus.

DAIRY HERDSMAN

(In co-operation with Fraser Valley College)

This program is designed for those who have completed the Milker Training program and wish to advance the scope of their skills in the dairy industry. Combining classroom instruction with work experience on host farms, the

curriculum includes studies in herd health, nutrition, reproduction and record keeping. See course description for Agriculture 120.

Admission requirements: Interview with instructor.

Duration: 14 weeks (Monday-Friday). Some Saturdays "on the job".

Cost: \$32.00 per month (including student fee).

This program is offered at the Langley Campus.

MILKER TRAINING

(In co-operation with Fraser Valley College)

This program is offered in response to the strong demand from the dairy industry for men and women who are qualified milkers. Students combine classroom instruction with supervised on-the-farm practical work experience. In order to become acquainted with various types of milking equipment and different systems of operation, students will work on several selected farms during their practicum periods.

See course description for Agriculture 100.

Admission requirements: Interview with instructor.

Duration: 14 weeks (Monday-Friday). Some Saturdays "on the job".

Cost: \$32.00 per month (including student fee).

This program is offered at the Langley Campus.

ALCOHOL AND DRUG EDUCATION PROGRAMS

(Human Services)

There has been an increasing demand for a variety of educational programs for full-time, part-time and volunteer workers in Alcohol and Drug education. On the advice of an advisory committee consisting of representation from the Alcohol and Drug Commission, Non-Medical Use of Drug Directorate, Industry, treatment facilities and the community at large, the College offers two levels of instruction for workers seeking upgrading or training in this field: a Citation or a Certificate in Human Services with an Alcohol and Drug Specialty. It is necessary to point out, however, that new job opportunities are limited in this field and students entering the program, if not already employed, should have potential jobs prearranged if possible.

Individuals from related professions (e.g. social work, nursing, homemaking) seeking upgrading in this area are encouraged to enrol in courses of specific interest to them. Courses are offered on an evening or swing-shift basis.

CITATION PROGRAM IN HUMAN SERVICES—DRUG AND ALCOHOL SPECIALTY [FIRST LEVEL]

This is an upgrading program for workers or volunteers in the field of alcohol and drug dependency (e.g. detox worker, A.A. volunteer with one year's sobriety, halfway house counsellor).

The program provides students with a broad overview and understanding of the helping process, community resources, the human service system, the principles of normalization, the nature of drug use and abuse, intervention and behaviour change. Upon completion of the program students will have both a thorough orientation to the nature of Human and Social Services in B.C. and a strong foundation in chemical dependency studies.

This program is credited with 60 points towards the standards set for Registered Social Workers in British Columbia.

Course	Descriptive Title	Credits
HMS 131	Drug Abuse: Pharmacology and Physiology	2
HMS 161	Intervention and Change: The Chemically Dependent	2
HMS 111	Research Findings on Drug Use and Abuse	3

HMS 100	Human Services Introductory	3
HMS 200	Human Services—Advanced	3
HUD 160	Interpersonal Communication and the Helping Process	3
HMS 143	Human Dynamics	3
	OR	
HMS 142	Skills and Methods—the Skilled Worker	3
	TOTAL	19

For Alcohol and Drug Course Descriptions see Human Services.

CERTIFICATE PROGRAM IN HUMAN SERVICES—DRUG AND ALCOHOL SPECIALTY [2ND LEVEL]

In addition to the Citation, students proceeding to the Certificate level are required to successfully complete the following:

Course	Descriptive Title	Credits
HMS 101	Behaviour Management	3
HMS 201	Family and Change	3
HMS 281	Practicum Level 1	3
HMS 286	Practicum Level 2	3
COM 110	Practical Communications for Career Students	3
HMS 242	Skills and Methods—the Group Worker	3
	TOTAL	18

For Drug and Alcohol Specialty [2nd level] course descriptions see Human Services

NON-CREDIT PROFESSIONAL DEVELOPMENT PROGRAM

The College will continue to offer short courses and workshops on Alcohol and Drug topics for the general community, chemical dependency workers and the helping professions in general. These courses are promoted through direct mail. If you would like to receive information on upcoming programs call Continuing and Community Education (588-6404) to have your name placed on the Alcohol & Drug mailing list, or check with the Douglas College Continuing Education Calendar.

VISUAL ARTS PROGRAM

This program is designed to enable students to acquire a solid foundation in basic skills of the visual arts. Although it has no clearly established job potential, the program is similar in structure to career programs.

On completion of a two-year diploma program at Douglas, graduates will have acquired sufficient expressive skills in a wide range of media to continue, individually or in an institution of further learning, to develop their creative potential, whether for career purposes or self-fulfillment.

Students will be required to accumulate a minimum of 60 credits, of which 45 should be in Visual Art, in order to receive a diploma.

Selected courses and groups within the program may be applied to university-transfer credit in Fine Arts and Education (see transfer guides). A portfolio accumulated

over the two years is a usual prerequisite to enter third year at an art school.

SEMESTER I		Credits
ART 100	Drawing I	3
ART 100	Painting I	3
ART 120	History of Western Art to 16th Century	3
ART 130	Ceramics I	2
ART 163	Fundamental Design Theory	2
+	Elective(s)	2 or 3

SEMESTER II		Credits
ART 121	History of Western Art to 19th Century	3
ART 200	Drawing II	3
ART 164	Fundamental Colour Design Theory	2

ART 210	Painting II	3
or		
ART 230	Ceramics II	2
+	Elective(s)	

SEMESTERS III & IV

Any combination of 200, 300 or 400 level courses selected in consultation with the Art faculty.

Other art courses are available to be taken in any semester (e.g. Silk-screen, Print-making or Fabric Art).

PREREQUISITES

The Douglas College "open door" policy will apply and any well-motivated student will be accepted after consultation with counsellors and faculty.

AUTOMOTIVE PARTS AND LIGHT WAREHOUSING PROGRAM (Individualized)

This program prepares students for employment as basic parts persons in the automotive parts, warehousing and distribution industries. The scope and depth of this program is what Douglas College considers to be appropriate for students entering industry on a permanent level.

The major topics covered in the basic program include:

- PRT 100 Stock Handling Procedures
- PRT 101 Office Procedures and Communications
- PRT 102 Office Machines
- PRT 104 Standard Stock and Materials
- PRT 110 Parts Identification—(Mechanical)
- PRT 120 Support Systems—(Mechanical)
- PRT 121 Support systems—(Electrical)
- PRT 130 Frames and Chassis
- PRT 140 Catalogue—Applications
- PRT 150 Body Parts and Sheet Metal
- PRT 160 Power Trains and Transmissions

Hands-on experience is the basis from which skills are developed in the program. It should be noted that this program is developed around the individual needs of students, and these needs will determine the actual length. The program is designed to accommodate past experience, in that credit and /or placement will take place if students

can demonstrate learned skills plus the theoretical knowledge. This format will permit those students who have completed shop training in secondary school to apply their credits to the College program.

The content has been organized into packaged modules to ensure maximum flexibility for "individualized" training. To accommodate this versatility in training, it will be essential for students interested in vocational training to apply as early as possible, so that previous experience can be evaluated for future accreditation.

Admission Requirements: —Grade 10 reading level
—Grade 9 mathematics or equivalent
—Satisfactory physical health including adequate eyesight and hearing (corrected if necessary).

Duration: This program is offered Monday through Friday on a continuous intake basis. The estimated length of the program is approximately 6 to 8 months.

Cost: Tuition fees are \$32.00 per month, (including student fees) payable 3 months in advance.

This program is offered at Newton Centre



BOOKKEEPING CERTIFICATE PROGRAM

(Individualized)

The Douglas College Bookkeeping Certificate Program is designed to serve the needs of students who want vocational training and upgrading in the commercial skills. Employment opportunities for well-trained accounts receivable, accounts payable or payroll clerks and general bookkeepers are excellent and growing steadily as the business community continues to expand and diversify as a result of a growing population.

Courses provide skills in Business Machines and Mathematics, Typewriting, Bookkeeping, Office Procedures and Business English. Students will receive individual instruction in each subject, permitting them to progress at their own rate.

Upon completion of the program, a Douglas College Bookkeeping Certificate will be issued. Graduates will then be qualified to obtain employment as general bookkeepers, business machine operators and general office clerks.

ADMISSION REQUIREMENTS

Regular College requirements

COST

The cost of the full program is \$30 per month (3 months

payable in advance) and \$2 per month student fees, plus the cost of workbooks and text kits. Some textbooks are provided, therefore it is advisable to check with your instructor before purchasing texts.

INSTRUCTION

The self-learning concept is encouraged through the use of individual adult continuing education text-kits. Group seminars and workshops will be held periodically throughout the duration of the course.

DURATION

The program will last from 6-8 months, depending on the individual student's aptitudes, skills and the effort put into each course.

LOCATION

This course is offered at the Coquitlam, Langley and Richmond campuses and Newton Centre.

See course descriptions for Business "Office Administration"

BUILDING CONSTRUCTION PROGRAM

(Individualized)

The purpose of this program is to provide students with skills and knowledge in the subject area of building construction. The scope and depth of this program is what Douglas College considers to be appropriate for students entering industry on a permanent level.

The content has been organized into packaged modules to ensure maximum flexibility for "individualized" training. To accommodate this versatility in training, it will be essential for students interested in vocational training to apply as early as possible, so that previous experience can be evaluated for future accreditation.

Major topics covered in the basic program include:

- BLD 100 House Building Terms
- BLD 101 Metric Measurement for Construction
- BLD 105 Safety and Accident Prevention
- BLD 110 Fundamentals of Carpentry
- BLD 120 Structural Qualities of Wood
- BLD 121 Concrete
- BLD 130 Residential Standards
- BLD 140 Basic Hand Tools
- BLD 141 Basic Power Tools
- BLD 142 Powder Actuated Tools

The topics listed must be completed by all students who are working towards receiving a certificate from Douglas College.

Hands-on shop experience is the basis from which skills are developed in the program. It should be noted that this program is developed around the individual needs of students, and these needs will determine the actual length of instruction. The program is designed to accommodate past experience in that credit and/or advancement will take place if students can demonstrate learned skill, plus theoretical knowledge. This format will permit students who have completed shop training in secondary schools to apply their credit to the College program.

ADMISSION REQUIREMENTS

In addition to the normal Douglas College admission requirements, the following specific enrolment prerequisites also apply to this program:

- 1) Completed Grade 10 with Grade 9 Math (or equivalent) or experience in building construction.
- 2) Successful applicants should have sufficient strength and stamina for the demands of the trade as verified by the applicants physicians.
- 3) An interview will be held with applicants before they enter the program. This is a general information interview in which past work experience is discussed and individualized modules for the program are explained.

DURATION: This program is offered Monday through Friday on a continuous intake basis. The estimated length of the program is approximately 8-10 months.

COST: Tuition fees are \$32.00 a month, (including student fees) payable 3 months in advance.

Offered at the Newton Centre.

BUSINESS MANAGEMENT TWO-YEAR PROGRAM

ACCOUNTING FINANCIAL MANAGEMENT SUPERVISORY AND PERSONNEL MANAGEMENT MARKETING MANAGEMENT

Since many students who wish to prepare for business careers at the outset of their studies, do not have well-defined career objectives, the Douglas College Business Management Diploma Programs have been designed to provide students with maximum flexibility.

These programs require completion of 60 credits of specified and elective course work which provide an introduction to the environment and underlying principles and practices of business.

Upon successful completion of the required two years of studies, students will be awarded the Diploma of Associate of Arts in their area of specialization.

Note: In order for students to complete the two-year program in four semesters it is necessary to commence the program in September.

Accounting

There is generally a steady demand for accountants with professional qualifications. The Douglas College program provides some of the training needed to enter this field. This program also matches the content and standards of various courses offered by the Certified General Accountants' Association, the Society of Management Accountants and certain requirement of the Institute of Chartered Accountants. Successful completion of the program can lead to exemption of about one half of the academic program leading to the C.G.A. and R.I.A. designations. As course requirements for the C.G.A. and S.M.A. programs change, corresponding alterations may be made to the Douglas College program.

Financial Management

The finance industry is a rapidly growing service sector of the economy. Challenging and rewarding career opportunities are offered by such financial institutions as chartered banks, trust companies, credit unions, mortgage loan companies, finance companies and investment dealers. Additionally, financial management is an important function in all enterprises, large, medium or small, in both the private and public sectors of the economy. This program is designed to prepare graduates to enter that important field and advance to responsible positions.

Supervisory and Personnel Management

Human resources comprise the most important element in the effective functioning of any organization—private or public. Management of human resources within an organizational framework is a demanding task. This program is designed to assist graduates to prepare for careers in the personnel function and to acquire the necessary background to assume supervisory level positions.

Marketing Management

The field of sales and marketing is of constantly increasing importance in the modern economy. This program is designed to prepare students for careers in this growing area. It will help graduates to assume a direct role with companies in the field and provide the background necessary to progress toward managerial positions.

It should be noted that the Sales Practicum in the fourth semester requires actual sales experience. It is the responsibility of the students to meet this requirement.

SEMESTER TIMETABLE			CREDITS	Accounting	Financial Mgmt.	Personnel & Supervisory Mgmt.	Marketing & Mgmt.
SEMESTER I							
ACC 100	Introduction to Accounting.....	3			X	X	
ACC 110	Principles of Accounting.....	3	X	X			
BUS 320	Business Law I.....	3	X	X	X	X	
BUS 330	Business Mathematics.....	3	X	X			
COM 110	Practical Communications for Career Students.....	3	X	X	X	X	
ECO 101	The Canadian Economy.....	3			X	X	
MRK 120	Basic Marketing.....	3		X	X	X	
	Elective.....	3	X				
TOTAL CREDITS				15	15	15	15
SEMESTER II							
ACC 210	Principles of Accounting.....	3	X	X			
BUS 210	Management Essentials.....	3		X	X	X	
BUS 330	Business Mathematics.....	3			X	X	
BUS 420	Business Law II.....	3	X	X	X		
BUS 430	Business Statistics.....	3	X	X			
COM 290	Applied Communications for Career Students.....	3			X	X	
EDP 100	Electronic Data Processing.....	3	X	X	X	X	
MRK 290	Consumer Behaviour.....	3					X
	Elective.....	3	X				
TOTAL CREDITS				15	15	15	15
SEMESTER III							
ACC 320	Cost Accounting.....	3	X				
ACC 310	Accounting Theory.....	3	X	X			
BUS 340	Business Finance.....	3	X	X	X		
BUS 350	Personnel Practices & Administration.....	3			X		
BUS 430	Business Statistics.....	3			X	X	
BUS 430	Business Statistics.....	3			X	X	
ECO 411	Principles of Micro Economics.....	3	X	X			
EDP 200	Information Systems.....	3	X	X	X		
MRK 310	Sales Workshop.....	1½					X
MRK 350	Dynamic Selling.....	3					X
MRK 390	Marketing Management.....	3					X
MRK 391	Marketing Research.....	1½					X
	Elective.....	3		X	X	X	
TOTAL CREDITS				15	15	15	15
SEMESTER IV							
BUS 350	Personnel Practices & Administration.....	3	X				
ACC 420	Cost Accounting.....	3	X				
ACC 410	Accounting Theory.....	3	X	X			
BUS 440	Security Analysis and Investment.....	3		X			
BUS 441	Money & Financial Institutions.....	3		X			
BUS 450	Supervisory Management.....	3			X	X	
BUS 451	Industrial Relations.....	3			X		
BUS 455	Personnel Management.....	3			X		
ECO 311	Principles of Macro Economics.....	3	X	X			
MRK 383	Research Practicum.....	3					X
MRK 401	Advertising.....	3					X
	Elective.....	3	X	X	X(2)	X	
TOTAL CREDITS				15	15	15	15

ADMISSION REQUIREMENTS

Regular College requirements.

COLLEGE DIPLOMA REQUIREMENTS

A minimum of 60 semester credits of course work combining required and elective courses.

Basic typing competency is highly desirable.

OTHER BUSINESS DIPLOMA PROGRAMS

University Transfer (Commerce)

Should you have questions regarding your specific career requirements you are invited to contact the College Counselling Centre or Department of Business and Administration, New Westminster Campus.

For further details concerning the business management programs or to obtain an application form, please contact:

Douglas College
Admissions Office

Tel: 588-6404

P.O. Box 2503, New Westminster, B.C. V3L 5B2

SPECIAL LANGLEY FIRST YEAR PROGRAM

A specially designed first year core program is available on

the Langley Campus. This, while slightly different, equips students to enter the second year options in Accounting & Financial Management, Personnel Supervisory Management or Marketing Management. It comprises:

Semester 1 [Fall]

Course	Course Description	Credits
ACC 110	Principles of Accounting	3
BUS 320	Business Law I	3
BUS 330	Business Mathematics	3
COM 110	Practical Communications for Career Students	3
ECO 101	The Canadian Economy	3

Semester 2 [Spring]

Course	Course Description	Credits
ACC 210	Principles of Accounting	3
BUS 420	Business Law II	3
BUS 210	Management Essentials	3
EDP 100	Electronic Data Processing	3
MRK 120	Basic Marketing	3

BUSINESS MANAGEMENT CERTIFICATE PROGRAM

BUSINESS MANAGEMENT CERTIFICATE PROGRAM [IN FINANCIAL, SUPERVISORY OR MARKETING MANAGEMENT]

The Douglas College Business Management Certificate Program is designed to serve the needs of adult part-time evening students who are actively engaged in the professional and business communities.

The program consists of two parts, each requiring completion of 15 credits of course work. Part 1 provides a background in both management and the necessary fundamentals of business to enable students to specialize in one of the three business-option areas that constitute part 2. These are: Financial Management, Supervisory Management and Marketing Management.

Students who have completed formal course work in the business management discipline at other institutions may, upon application, be granted up to a maximum of 15 transfer credits subject to evaluation of their official transcripts by Douglas College.

Upon successful completion of this program, students are awarded a Business Management Certificate.

Course	Descriptive Title	Credits	Financial Mgmt.	Marketing Mgmt.	Supervisory Mgmt.
SSC 140	Human Relations and Organizational Behaviour.....	3	X	X	
EDP 100	Electronic Data Processing.....	3	X		
BUS 340	Business Finance.....	3	X		
BUS 330	Business Mathematics.....	3	X		
MRK 120	Basic Marketing.....	3			
OR					
MRK 100	Retail Merchandising.....	3		X	
BUS 441	Money and Financial Institutions.....	3	X		
BUS 450	Supervisory Management.....	3	X	X	
BUS 451	Industrial Relations.....	3	X		
MRK 390	Marketing Management.....	3			X
MRK 410	Sales Management.....	3			
OR					
MRK 490	Retail Management.....	3		X	
*Elective	3	X	X	X
		15	15	15	
		30	30	30	

Part 1 Required: 15 credits consisting of the following specified courses:

Course	Descriptive Title	Credits
ACC 100	Introduction to Accounting.....	3
ECO 101	The Canadian Economy.....	3
BUS 210	Management Essentials.....	3
BUS 320	Business Law I.....	3
COM 110	Practical Communications for Career Students.....	3
		15

Part 2 Required: 12 credits of specific business courses as indicated under the option headings, and 3 credits of elective course work.

Note:

1. *The elective may be chosen from among any of the credit course offerings of the College.
2. Students whose background and needs might be more adequately met by a selection of courses different from those above should refer to the Business and Administration division for the planning of their program.

BUSINESS OFFICE TRAINING PROGRAM

(Individualized)

The Douglas College Business Office Training Program consists of a core of basic skills needed to obtain employment in business offices. Specific topics covered in the core program are: typewriting, filing, recordkeeping, mail services, receptionist duties, duplicating equipment, business communications, business arithmetic and adding machines and calculators.

INSTRUCTION

The instruction will be self-paced and admission to the program will be on a continuous basis as seats become available.

ADMISSION REQUIREMENTS

Regular College requirements.

DURATION

Most students could expect to spend between 4 to 8

months in the program, depending on the individual students' aptitudes, skills and effort put into the program.

Applicants can register as full-time students (30 hours per week) or part-time students and can attend either day or evening sessions. The hours of operation for the Business Office Training program are 0800 to 2200—Monday to Thursday and 0800 to 1700—Friday.

COST

The fees for a full-time student are \$30 per month and \$2 per month student fees (payable 3 months in advance), plus the cost of workbooks and text kits. Some textbooks are provided.

This program is offered at the Richmond Campus.

For Business Office course descriptions see Business "Office Administration".

CHAIRSIDE DENTAL ASSISTING-BASIC PROGRAM

(Curriculum currently under review)

Dental assisting is an expanding field which is rapidly becoming more technical and demanding. Until recently, dental assistants worked primarily as an extra pair of hands for the dentist and some had the responsibility of office management.

Today, however, Certified Dental Assistants perform among other duties, intra-oral procedures, which they carry out independently. The qualities necessary for a dental assistant are warmth, poise, maturity and the ability to handle patients with ease. They must also work effectively with other members of the dental team. Manual dexterity is essential.

Dental assisting is an interesting, rewarding career with excellent employment opportunities and prospects for advancement. Dental assistants must be capable of qualifying for licensing and post-graduate study.

ADMISSION REQUIREMENTS

An aptitude for sciences is desirable as well as some proficiency in English and Mathematics. Information about specific admission procedures is available at the Admissions Office of the College.

After admission into the program, a dentist's statement that the applicant has spent a four-to-eight-hour orientation

period in a dental office is required.

Before certification, Grade 12 or equivalent and a valid St. John's First Aid Certificate are required.

The application deadline for the Basic Program is November 1 of each year.

DETAILS

The course is 10 months long, including the intra-oral phase. Cost is \$32 per month, payable three months in advance, plus the cost of uniforms, books, etc. Texts will cost about \$60.

Two classes are enrolled each year and are run continuously, with normal hours 0900 to 1600. Twice weekly the later hours will be spent in the clinic.

For financial assistance contact the Financial Aid Officer at the Surrey Campus: 588-4411.

The courses in basic training are: Basic and Dental Sciences, Clinical Dental Skills, Psychology and Communication Skills and Business and Practice Management. The last part of training is the intra-oral phase.

This program is offered on the Coquitlam Campus.

CHAIRSIDE DENTAL ASSISTING -PART-TIME

(Curriculum currently under review)

The packaged part-time program permits Dental Assistants who have been employed for one year within the last three years and who are presently employed, enrol in a program designed to upgrade their skills which can be completed in approximately 24 months. Student must be employed during the 24 months of the program.

After successful completion of the testing, students must take all the subjects in the order listed: Head & Neck Anatomy, Pharmacology/Microbiology/Nutrition, Pathology/Periodontics, Radiology, Dental Specialties and Dental Assisting.

On completion of the above program students take a four week intra-oral program which includes: taking impressions for study models, application of fluoride and fissure sealants.

In order to qualify for certification, three requirements must be met:

1. A valid St. John's First Aid Certificate.
2. Grade 12 or equivalent.
3. Successful completion of the Douglas College Chairside Dental Assisting program or equivalent.

DETAILS

Cost of the program is \$10 per credit and approximately \$60 for texts. Fee for the final intra-oral, including texts, is about \$60.

Classes are held from 7-10 p.m. one night per week, with

some courses offered two nights per week.

The proposed starting date of the next program is September 15, 1980.

This program is held on the Coquitlam campus.

CHILD CARE WORKER PROGRAM (Human Services)

This human services program prepares students for employment in a variety of community settings which offer services to children and adolescents (and in some cases adults) who are developmentally disabled—mentally, physically, emotionally or socially. The largest portion of employment opportunities is with the preadolescent to adolescent age group. Increasingly, involvement with the family is an essential part of the community programs.

Community programs which offer potential employment for graduates include both residential and educational settings, evening and day-time programs, as well as part-time and short-term projects. Jobs in this field primarily involve shift work.

FULL TIME

This College program for full-time students commences only in the fall semester and is 36 weeks in length. The fall semester starts in the fourth week of August and is 17 weeks long. Note that these semesters are longer than the regular sixteen-week College semester.

In order to complete the Child Care Program, students must complete twelve courses and four practicum experiences. Students begin and end the program in the classroom, but over the two semesters the time spent on practicum and in class is equal. The courses are listed below and a brief description of each can be found in the calendar under "Human Services". Detailed course outlines are available for reading in the Student Services Division on each campus.

The major philosophical emphasis presented in the core course and consistently integrated throughout the program is the principle of normalization. This principle embodies the concept that all people, whatever their disability, should have the right and opportunity to live as normally as possible and to develop their individual potential.

There are two time blocks of practicum experience in each semester, with three-week modules of classroom learning before and after each experience. Students will experience at least three different community settings during these four blocks. While on practicum, students will participate in a weekly seminar which integrates practice and theory. A College instructor who teaches in the classroom and is a supervising instructor in the field, directs the seminars.

Students must be willing to accept the practicum assignments in the community programs and are responsible for their own transportation. Because of the demanding nature of the field work and the almost regular requirement of shift work, it is recommended that students plan ahead financially and not be dependent on part-time employment while enrolled in the program.

The Child Care Program has national registration Level One of the training standard of the National Institute of Mental Retardation. This career program is credited with points towards the standards set for Registered Social Workers in British Columbia. The program as a complete package has 12 units of university transfer to the degree program in Child Care at the University of Victoria.

PART TIME

Courses in the Child Care Program are offered on a swing shift or evening basis for part-time students. To be eligible for enrolment in these courses applicants must be

practitioners or experience volunteers in the field. Eligibility forms for enrolment in the part-time program and information regarding course offerings can be obtained from Admissions or the Student Services Division on each campus. The courses will be offered on a regular basis.

Part-time students must choose the course Human Services—Introductory (HMS 100) as one of their first four courses. Upon completion of any five of the courses in the program, students may undertake a practicum experience. The purpose in offering these part-time courses is to enable practitioners to continue in employment while working toward completion of the Child Care Program.

ENROLMENT REQUIREMENTS AND PROCEDURES

Full Time

In addition to the normal Douglas College admission requirements, the following specific enrolment prerequisites also apply to this program:

- Minimum age: 19 years
- Good physical health: verification by submission of a medical certificate is required when applicants are accepted into the program.
- Participation in the selection process.

Enrolment in the full-time program is limited. Interested applicants should listen to the tape recording on the program before submitting a College application that states an intention to apply for the program. Child Care Program tapes are available in the Student Services area of each campus. Applications for the full-time program must be received by April 1 prior to the August intake. Applicants have no further responsibility after submitting an application except to keep Admissions informed of a change of address or telephone number.

Full-time applicants will be interviewed or will participate in a group selection process. Eligibility will be determined on the basis of a total overview of each person, considering his or her motivation, life experience, emotional health, physical health, work experience, volunteer experience, formal education, skills, interests and talent. Should an eligible applicant not be able to enrol, his or her name will be placed on a waiting list for the next fall program. As the number of applicants has greatly exceeded the number of available seats in the program, every effort will be made to help those who do not get into the program work out educational alternatives.

PART 1 (17 weeks)

Course	Descriptive Title	Credits
HMS 100	Human Services-Introductory	3
HMS 113	Learning and Development	3
HMS 101	Behaviour Management	3
HMS 142	Skills & Methods: The Skilled Helper	3
HMS 153	Activities and Routines in Living-Introductory	3
HMS 183	Child Care Practicum I	5
COM 110	Practical Communications for Career Students Part I (commences in Part I, completed in Part II)	1½
		TOTAL 21½

PART II (19 weeks)

HMS 200	Human Services-Advanced	3
HMS 233	Individual Differences	3
HMS 243	Group Work in Child Care	3
HMS 201	Family and Change	3
HMS 253	Activities and Routines in Living- Advanced	3
HMS 283	Child Care Practicum	6
COM 110	Practical Communications for Career Students (completed in Part II)	1½
TOTAL		22½

NOTE: Before graduation, a **STANDARD FIRST AID CERTIFICATE** must be obtained. It is the students' responsibility to contact the St. John's Ambulance Brigade to arrange for a First Aid course enrolment. Students are strongly advised to complete their First Aid requirements prior to starting the program because the blocks of practicum placements often involve shift work. A valid copy of the First Aid certificate must be submitted to the Admissions Office to qualify for the certificate in Child Care Services.

DIPLOMA OF ASSOCIATE IN COMMUNICATIONS

(Curriculum currently under review)

A thorough and comprehensive understanding in the art and craft of communications will enable students to pursue studies with a firm grasp of language, both written and spoken and within the context of inter-personal behaviour and applied communications.

With this emphasis, the Diploma of Associate in Communications will aid candidates to enter such fields as journalism and public and business informational services.

Students will be encouraged to develop knowledge in areas such as government, economics and politics. The program also provides an opportunity for students to explore particular Canadian problems as they relate to geography, language and social institutions.

Admission Requirements

The program is available to full and part-time students, day and evening. Consultation with faculty is recommended and welcomed.

College Diploma Requirements

A minimum of 60 semester credits, combining required and elective courses:

Course	Descriptive Title	Credits
I 12 semester credits selected from the following:		
COM 110	Practical Communications for Career Students	3
COM 166	Basic Journalism	3
COM 167	Basic Newspaper Production	3
COM 160	Introduction to Film	3
ENG 100	Expository Writing	3
ENG 120	Writing Skills I.....	1½
ENG 121	Writing Skills II.....	1½
II 12 semester credits selected from the following:		
COM 120	Introduction to Public Relations	3
COM 161	Introduction to Filmmaking	3
COM 266	Advanced Journalism	3
COM 168	Freelance Writing	3
COM 267	Advanced Newspaper Production	3
COM 290	Applied Communications for Career Students	3
CWR 100	Introduction to Creative Writing I	3
ENG 200	Advanced Exposition and Argument ...	3
III 9 semester credits from the following:		
COM 200	Introduction to	

	Communication Theory	3
COM 210	Introduction to Communication Behaviour	3
CWR 200	(Creative Writing) Drama, Fiction, Poetry	3
GRA 150	Photographics I	2

Courses listed in I and II

IV 9 semester credits from the following:

BUS 100	Business in Canada	3
BUS 111	Small Business Management	3
POL 105	The Canadian Legal System	3
POL 120	Canadian Government	3
POL 122	Municipal Government	2
POL 125	Introduction to Political Science	3
POL 150	Introduction to International Relations	3
SOC 125	Social Processes	3
SOC 135	Introduction to Social Theory	3
SOC 225	Canadian Social Institutions	3

Courses listed in I, II and III

V 9 semester credits selected from the following:

ECO 101	The Canadian Economy	3
ECO 111	Economic History of Canada	3
GEOG 150	The Canadian Arctic	3
GEOG 160	B.C. and the Yukon	3
HIS 112	Quebec in Canada	3
HIS 113	Canada 1763-1867: A Century of Change	3
HIS 114	Canada 1867-1967: Development & Compromise	3
MODL 130	French for Beginners	3
MODL 140	Basic French	3
MODL 141	French Language	3
PHI 150	Critical Thinking	3
PHI 290	Political Man and Social Man	3
PSY 100	Basic Psychological Processes	3
PSY 340	Psychology of Organizations	3

Courses listed in I, II, III and IV

VI 9 semester credits of electives (consult Calendar)

*Please note that these requirements are subject to revision. Contact English and Communications at 588-4411.

COMMUNITY SERVICE WORKER PROGRAM

(Human Services)

This one-year Human Service Certificate program prepares students to function in a wide variety of community settings: social, recreational, educational, health and social services. As a beginning professional or volunteer, graduates may function as community-development workers

or give direct service; work on a one-to-one basis with children, adults and older persons; establish a volunteer bureau; act as coordinators; participate on a survey-type research team.

The program is offered primarily for full-time students,

however seats are held for part-time students. It commences at the beginning of the fall semester only and continues for two semesters. During a weekly period, students will attend classes for three days and spend two days in a field work placement in a community agency. Students will also participate in a weekly integrative seminar which brings together theory and practice. A College field work instructor supervises students in the field and directs the seminar.

Students must be willing to accept the community field work placement chosen for them and be responsible for own transportation during the two semesters.

The courses are listed below and a brief description of each can be found in the calendar under Human Services. Detailed course outlines are available for reading in the Student Services area on each campus.

Enrolment Requirements and Process:

The regular College admission requirements are applicable, and in addition, the following specific requirements also apply:

- 1) Good physical health: verification by submission of a letter from the students' physicians confirming good health upon acceptance into the program
- 2) Participation in an interview to determine suitability for training.

Enrolment in the program is limited. Applications must be submitted by April 1, each year. A cassette tape on the program is available in the Student Services area of each campus. Applicants are encouraged to listen to the tape and discuss planning with a Counsellor, if desired. Once application for entry into the program has been submitted, Admission should be kept advised of any change of address or telephone number. Applicants will be contacted and advised of a program orientation meeting and a date will be set for individual interviews.

Suitability is determined on the basis of a total overview

of the applicants—motivation, life/work/volunteer experience, emotional stability, physical health, formal education, unique skills and interests.

Course	Descriptive Title	Hrs/Wk	Credits
SEMESTER I			
HMS 100	Human Services—Introductory.....	3	3
HMS 132	Human Growth and Development—The Life Cycle.....	3	3
HMS 142	Skills & Methods—The Skilled Helper.....	3	3
HMS 162	Community Resources.....	3	3
HMS 182	Community Service Field Work.....	2 days	3
COM 110	Practical Communications for Career Students.....	3	3

SEMESTER II

HMS 100	Human Services—Advanced... Skills & Methods—	3	3
HMS 242	The Group Worker.....	3	3
HMS 201	Family and Change.....	3	3
HMS 262	Financial Assistance Skills.....	3	3
HMS 282	Community Service Field Work.....	2 days	3
COM 290	Applied Communications for Career Students.....	3	3

NOTE: Before graduation, a First Aid Certificate must be obtained. It is the students' responsibility to contact the St. John's Ambulance Brigade to arrange for a First Aid Certificate. It must be submitted to the Admissions Office to qualify for the certificate in Community Services.

This program is offered at the Coquitlam/Winslow Campus.

CONSTRUCTION MANAGEMENT PROGRAM

DIPLOMA PROGRAM

This program consists of 10 core courses dealing extensively with functions related to the organization and control of a construction project, whether it be a single-family dwelling or a large project. In addition, there are a number of service courses on materials, methods, and applications to the industry that help the students visualize what is being managed as they study the core courses.

Before graduation, a standard First Aid (Senior) Certificate must be obtained. It is the students' responsibility to contact the St. John's Ambulance Brigade to arrange for a First Aid Course enrolment. A valid copy of the First Aid Certificate must be submitted to the Admissions Office to qualify for the diploma of Associate in Construction Management. Some "Optional Courses" are offered. Students of the Construction Management Diploma Program have to successfully complete one of the "Options".

Students who have not completed Mathematics 11 or the equivalent, or who want to refresh their mathematical knowledge should enrol in MAT 102, Introductory Mathematics, before they register in the Construction Management Program.

The two-year program leading to the Diploma of Associate in Construction Management requires that students complete both the core and service courses. It is geared to those who have just completed high school and who wish to enter the industry with some managerial training. Graduates should expect to enter the construction industry in a junior capacity, such as that of assistant to an

estimator or project supervisor. Promotion to supervisory positions will require considerable work experience. Students wishing to enter this program must have completed academic Mathematics 11 or equivalent.

Program leading to Diploma of Associate in Construction Management

Course	Descriptive Title	Credits
SEMESTER I		
CON 120	Construction Materials and Applications (I)	3
CON 130	Drafting	3
CON 140	Construction Science	3
CON 150	Construction Calculations	3
COM 110	Practical Communications for Career Students	3
SSC 140	Human Relations and Organizational Behavior	3
	Option	2-3

SEMESTER II

CON 390	Construction Surveying	3
CON 220	Construction Materials and Applications (II)	3
CON 230	Construction Blueprint Reading	3
CON 240	Construction Science	3
BUS 210	Management Essentials	3
	Option	2-3

SEMESTER III

CON 300	Construction Management	3
CON 400	Construction Accounting and Finance	3
CON 320	Construction Strength and Design	3
CON 360	Construction Estimating I	3
CON 301	Construction Law and Labour Relations	3
	Option	2-3

SEMESTER IV

CON 491	Structure Types	3
CON 460	Construction Estimating II	3
CON 460	Construction Estimating II	3
CON 330	Building Codes, Permits, Inspections	3
CON 492	Construction Scheduling	3
CON 493	Construction Contract Management	3
	Option	2-3

CERTIFICATE PROGRAM

The 10 core courses are also offered in the evening and in a two-semester daytime program from September to April inclusive the year following (eight months). This enables present employees of the industry, whose knowledge of the service-course materials is extensive as a result of job experience, to study the managerial aspects in detail. Successful completion of the core courses entitles students to the Certificate in Construction Management.

Program Leading to Certificate in Construction Management:

Course	Descriptive Title	Credits
COM 110	Practical Communications for Career Students	3
BUS 210	Management Essentials	3
CON 330	Construction Management	3
CON 301	Construction Law and Labour Relations	3
CON 330	Building Codes, Permits, Inspections	3
CON 360	Construction Estimating I	3
CON 400	Construction Accounting and Financing	3
CON 460	Construction Estimating II	3
CON 492	Construction Scheduling	3
CON 493	Construction Contract Management	3

The content of both programs provide packages that suit the needs of the industry and reflects techniques of profit-making being used today, since the programs were set up in consultation with an advisory committee comprised primarily of members of the Amalgamated Construction Association of B.C. By adopting their suggestions and obtaining their approval of every aspect of the program, the College is endeavoring to offer a career program that can lead directly into employment in the industry.

Because those who enter the diploma program may or may not have had any field training in the industry, summer work experience is desirable.



CRIMINOLOGY PROGRAMS

Douglas College has two related justice programs. One is a career-oriented program in Criminal Justice while the other is a university-transfer program in Criminology. Certain courses may be taken in either program.

The Career Program offers both a Certificate in Criminal Justice (requiring 30 credits) and a Diploma of Associate in Criminal Justice (60 credits). Full-time students usually take 15 credits in each four-month semester, while part-time students take fewer. The Criminal Justice career program is recommended for those students whose main interest is early development of a career in the criminal justice system.

The courses not only prepare students in a practical way for employment at the basic levels, but a large percentage of courses also carry university transfer. This is valuable for students returning on a part-time basis to complete their education while employed in the justice system.

Students in the career program select a choice of courses in either the law enforcement or corrections option. Advanced standing may be granted for in-service training courses taken by justice system employees.

The University Program is one in which several career-related courses are replaced by additional theoretical courses, providing a two-year program which is entirely transferable to university. There is no certificate, only the Diploma of Associate in Criminology (60 credits). Students in Criminology will normally elect to follow the course pattern shown for EITHER Simon Fraser University Criminology Department OR University of B.C. Faculty of Arts.

Many of the courses have transfer credit useful for various degree programs at UBC, SFU, University of Victoria, University of Regina and others. Criminology courses, therefore, are useful and interesting as transferable electives for students in other programs.

Regular College admission requirements are applicable. The complete programs are available to both full and part-time students. Students are advised to consult periodically with a Criminology faculty advisor about course choices and other questions. Criminology advisors are based on the campuses in New Westminster, Richmond and Surrey.

CAREER PROGRAM IN CRIMINAL JUSTICE

A. Diploma of Associate in Criminal Justice (Law Enforcement Option)

60 credits (usually 20 three-credit courses)

1. Core Courses (required)

CRI 102 Criminal Law
CRI 106 Introduction to the Criminal Justice System

CRI 111 Introduction to Law Enforcement
PSY 100 Basic Psychological Processes
SOC 125 Social Processes

Two approved Communications or English courses, e.g.

COM 110 Practical Communications for Career Students

COM 290 Applied Communications for Career Students

CJS 141 Police and Corrections Writing

2. At least three of:

CJS 103 Police Community Relations
CJS 112 Basic Criminalistics
CJS 140 Interviewing
CJS 380 Practicum (field placement)

3. At least four of:

CJS 107 Community Agencies
CJS 381 Comparative Police Systems
CJS 382 Comparative Justice Systems
CRI 105 The Canadian Legal System
CRI 108 Crime Causation
CRI 109 Introduction to Criminology
CRI 110 Deviance and Social Control
CRI 114 Introduction to Corrections
CRI 130 Psychological Explanations of Criminal Behavior
CRI 131 Sociological Explanations of Criminal Behavior
CRI 201 Juvenile Delinquency

4. Six more courses, including at least three of:

ANT 120 Indians of B.C.
BUS 210 Management Essentials
BUS 450 Supervisory Management
FIR 100 Chemistry of Fire
FIR 273 Fire Investigation
PE (any appropriate Physical Education course)
POL 110 Ideology and Politics
POL 120 Canadian Government
PSY 200 Areas and Applications of Psychology
PSY 207 History and Philosophy of Psychology
SOC 135 Introduction to Social Theory
SOC 225 Canadian Social Institutions

B. Diploma of Associate in Criminal Justice (Corrections Option)

60 credits (usually 20 three-credit courses)

1. Core Courses (required)

ANT 120 Indians of B.C.
CJS 101 Probation and Parole
CJS 140 Interviewing
CRI 104 The Prison Community
CRI 106 Introduction to the Criminal Justice System

CRI 114 Introduction to Corrections
PSY 100 Basic Psychological Processes

Two approved Communications or English courses, e.g.

COM 110 Practical Communications for Career Students

COM 290 Applied Communications for Career Students

CJS 141 Police and Corrections Writing

2. At least five of:

CJS 107 Community Agencies
CJS 240 Advanced Interviewing
CJS 380 Practicum (field placement)
CJS 382 Comparative Justice Systems
CRI 108 Crime Causation
CRI 109 Introduction to Criminology
CRI 110 Deviance and Social Control
CRI 111 Introduction to Law Enforcement
CRI 130 Psychological Explanations of Criminal Behavior
CRI 131 Sociological Explanations of Criminal Behavior
CRI 201 Juvenile Delinquency
CRI 204 Prison-Based Programs, Adult and Juvenile

3. Six more courses, including at least four of:

- BUS 210 Management Essentials
- BUS 450 Supervisory Management
- FIR 100 Chemistry of Fire
- FIR 272 Fire Suppression
- HMS 161 Intervening and Changing the Chemically Dependent
- HUD 160 Interpersonal Communications and the Helping Process
- PE (any appropriate Physical Education course)
- POL 110 Ideology and Politics
- POL 120 Canadian Government
- PSY 200 Areas and Applications of Psychology
- PSY 207 History and Philosophy of Psychology
- PSY 321 Developmental Psychology: Adolescence
- PSY 330 An Introduction to Social Psychology
- PSY 340 Psychology of Organizations
- PSY 350 Conceptual Frameworks of Abnormal Behavior
- PSY 450 Modification and Intervention in Abnormal Behavior
- SOC 125 Social Processes
- SOC 135 Introduction to Social Theory
- SOC 225 Canadian Social Institutions
- SOC 280 Sociology of Health and Illness

C. Certificate in Criminal Justice (Law Enforcement Option)

30 credits (usually 10 three-credit courses)

1. Core Courses (required)

- CRI 106, Introduction to the Criminal Justice System

Two approved Communications or English courses, e.g.

- COM 110 Practical Communications for Career Students
- COM 290 Applied Communications for Career Students
- CJS 141 Police and Corrections Writing

2. At least three of:

- CJS 103 Police Community Relations
- CJS 112 Basic Criminalistics
- CJS 140 Interviewing
- CRI 102 Criminal Law
- CRI 111 Introduction to Law Enforcement

3. At least one of:

- CRI 108 Crime Causation
- CRI 110 Deviance and Social Control
- CRI 130 Psychological Explanations of Criminal Behavior
- CRI 131 Sociological Explanations of Criminal Behavior

4. Three more courses, including at least one of:

- ANT 120 Indians of B.C.
- BUS 210 Management Essentials
- BUS 450 Supervisory Management
- FIR 100 Chemistry of Fire
- FIR 273 Fire Investigation
- PE (any appropriate Physical Education course)
- PSY 100 Basic Psychological Processes
- SOC 125 Social Processes

D. Certificate in Criminal Justice (Corrections Option)

30 credits (usually 10 three-credit courses)

1. Core Courses (required)

- CRI 106 Introduction to the Criminal Justice System

Two approved Communications or English courses, e.g.

- COM 110 Practical Communications for Career

- Students
- COM 290 Applied Communications for Career Students
- CJS 141 Police and Corrections Writing

2. At least three of:

- CJS 101 Probation and Parole
- CJS 140 Interviewing
- CJS 240 Advanced Interviewing
- CRI 104 The Prison Community
- CRI 114 Introduction to Corrections
- CRI 204 Prison-Based Programs, Adult and Juvenile

3. At least one of:

- CRI 108 Crime Causation
- CRI 110 Deviance and Social Control
- CRI 130 Psychological Explanations of Criminal Behavior
- CRI 131 Sociological Explanations of Criminal Behavior

4. Three more courses, including at least one of:

- ANT 120 Indians of B.C.
- BUS 210 Management Essentials
- BUS 450 Supervisory Management
- FIR 100 Chemistry of Fire
- FIR 272 Fire Suppression
- HUD 160 Interpersonal Communication and the Helping Process
- PE (any appropriate Physical Education course)
- PSY 100 Basic Psychological Processes
- SOC 125 Social Processes

DIPLOMA OF ASSOCIATE IN CRIMINOLOGY

(For persons seeking a totally transferable program to university)

60 credits (usually 20 three-credit courses)

1. Simon Fraser Criminology Department Transfer

a. Criminology Courses (required);

- CRI 102 Criminal Law
- CRI 106 Introduction to Criminal Justice System
- CRI 109 Introduction to Criminology
- CRI 130 Psychological Explanations of Criminal Behavior
- CRI 131 Sociological Explanations of Criminal Behavior

b. At least three others from:

- CRI 104 The Prison Community
- CRI 105 The Canadian Legal System
- CRI 111 Introduction to Law Enforcement
- CRI 114 Introduction to Corrections
- CRI 201 Juvenile Delinquency
- CRI 204 Prison-Based Programs, Adult and Juvenile

c. Related Courses (required):

- COM 200 Introduction to Communications Theory
- COM 210 Introduction to Communications Behavior
- (ENG 100 Expository Writing, may replace a COM)
- PSY 100 Basic Psychological Processes
- PSY 300 Experimental Psychology: Statistics
- SOC 125 Social Processes
- and either:
- PSY 200 Areas and Applications of Psychology
- or
- PSY 207 History and Philosophy of Psychology

d. Six more courses, including at least three from:

- ANT 120 Indians of B.C.

BUS	210	Management Essentials
PHI	110	Confronting Moral Issues: Ethics
PHI	150	Critical Thinking
POL	110	Ideology and Politics
POL	120	Canadian Government
PSY	321	Developmental Psychology: Adolescence
PSY	330	An Introduction to Social Psychology
PSY	340	Psychology of Organizations
PSY	350	Conceptual Frameworks of Abnormal Behavior
PSY	450	Modification and Intervention in Abnormal Behavior
SOC	135	Introduction to Social Theory
SOC	225	Canadian Social Institutions
SOC	280	Sociology of Health and Illness

2. **UBC Faculty of Arts or School of Social Work Transfer**
 Graduates of the following program who transfer to UBC to complete a BA rather than a BSW, will have 60 credits (30 UBC units) useful toward a BA in such fields as sociology, psychology or political science. It may be necessary to take courses at UBC which satisfy their requirement for science electives and a modern language. However, these requirements will not normally increase the total number of courses to be taken.

a. **Criminology Courses (at least six from):**

CRI	104	The Prison Community
CRI	105	The Canadian Legal System
CRI	108	Crime Causation
CRI	109	Introduction to Criminology
CRI	110	Deviance and Social Control
CRI	130	Psychological Explanations of Criminal Behavior
CRI	131	Sociological Explanations of Criminal Behavior

CRI	204	Prison-Based Programs, Adult and Juvenile
-----	-----	---

b. **Related Courses (required):**

ENG	100	Expository Writing
PSY	100	Basic Psychological Processes
PSY	200	Areas and Applications of Psychology
SOC	125	Social Processes
SOC	135	Introduction to Social Theory
and any one of:		
ENG	102	Thematic Approaches to Western Literature
ENG	106	Studies in Prose Fiction
ENG	109	Studies in Literary Genres
ENG	114	Studies in Poetry
ENG	151	Studies in Drama

c. **Eight other courses, including at least four of:**

ANT	120	Indians of B.C.
GEOG	110	Weather and Climate
GEOG	120	Introduction to Earth Sciences
PHI	110	Confronting Moral Issues: Ethics
PHI	150	Critical Thinking
POL	110	Ideology and Politics
POL	120	Canadian Government
PSY	300	Experimental Psychology: Statistics
PSY	321	Developmental Psychology: Adolescence
PSY	330	An Introduction to Social Psychology
PSY	340	Psychology of Organizations
PSY	350	Conceptual Frameworks of Abnormal Behavior
PSY	400	Experimental Psychology: Research
PSY	450	Modification and Intervention in Abnormal Behavior
SOC	225	Canadian Social Institutions
SOC	280	Sociology of Health and Illness

DRAFTING-ARCHITECTURAL AND STRUCTURAL PROGRAM

This certificate program is designed primarily to serve the needs of students who wish to pursue careers in drafting. Traditionally this work has been done by men, but this is no longer true as women are entering the field in ever-increasing numbers.

Students graduating from this course would start at the junior level, gaining on-the-job experience and working towards senior positions over a period of approximately five years. Beyond this it is possible to progress to a position of section leader, designer, or continue to the Chief Draftsman level. Not all drafting personnel will spend their entire career at a drawing board but will enter related fields where a sound knowledge of technical drawing is required, as would be the case in estimating, technical sales positions, or on the administration staff of an engineering firm.

COURSES

Drafting 100—Basic

- (2½ months)
- Orthographic Projection including Auxilliary Views
- Dimensioning—Including Metric
- Drafting and Inking Techniques
- Pictorial Drawing
- Intersections and Developments
- Basic Machine Shop Drawing
- Mathematics

Drafting 110—Architectural

- (3 months)
- Light Construction Methods

- Building Codes and Standards
- Commercial and Residential Drafting
- Introduction to Member Design and Use of Design Tables

Drafting 120—Structural

- (4½ months)
- This section will be conducted to fully reflect actual production office conditions
- Contract drawings will be developed from Engineering Design notes and sketches.
- Industrial projects using heavy timber, concrete, and structural steel will be fully covered.

Admission Requirements

- Grade 12 graduation with a minimum of Grade 11 Math or an acceptable equivalent education or technical background
- The ability to work well with co-workers as a member of a team, which would include the ability to communicate effectively in both written and oral English.
- Good eyesight, manual dexterity and hand-eye coordination.

Duration: The program is 10 months in length, with day classes 6 hours per day Monday through Friday. In the past it operated on a one-intake of students each January but is now in the process of being changed to a continuous intake system. A major intake will occur November 1980. Students enrolling after this time will enter the program on a continuous basis as seats become available.

Costs: Tuition fees are \$32.00 (including \$2 student fee) per month, payable three months in advance. Cost of drafting

equipment and books is approximately \$80.00.
This course is offered on the Richmond campus.

INDUSTRIAL DRAFTING (Individualized)

The purpose of this program is to provide students with skills and knowledge in the subject area of industrial drafting. The program is considered to be an initial training program leading to employment in the drafting industry.

The courses covered in this program are:

- DRA 101 Projection Techniques
- DRA 102 Algebra and Geometry
- DRA 103 Introduction to Architectural Drafting
- DRA 201 Projection Techniques and Introduction to Architectural Drafting
- DRA 203 Basic Language for Programable Calculators
- DRA 211 Drafting for Surveying I
- DRA 212 Coordinate Geometry
- DRA 221 Drafting for Road Construction
- DRA 231 Mechanical & Electrical Drafting for Buildings
- DRA 241 Drafting for Conveyors
- DRA 251 Drafting for Piping

The program does not stipulate that all courses listed should be undertaken by each applicant. Instead, it is advisable that once students go through the orientation, they will make a selection of courses to form a specific program. However, students have the option of attending all the courses offered.

Hands-on shop experience is the basis from which skills are developed in the program. It should be noted that this program is developed around the individual needs of students and these needs will determine the actual length. The program is designed to accommodate past experience in that credit and/or advancement will take place if students

demonstrate learned skill, plus the theoretical knowledge. This format will permit those students who have completed shop training in secondary schools to apply these credits to the College program.

The content has been organized into packaged modules to ensure maximum flexibility for "Individualized" training. To accommodate versatility in training, it will be essential for students interested in vocational training to apply as early as possible, so that previous experience can be evaluated for future accreditation.

Admission Requirements:

In addition to the normal Douglas College admission requirements, the following specific enrolment prerequisites also apply to this program.

- 1) Grade 11 General Mathematics or experience in drafting.
- 2) An interview will be held with applicants before they begin the programs. This is a general information information interview in which past work experience is discussed and individualized modules for the programs are explained.

Duration: This program is offered Monday through Friday on a continuous intake basis. The estimated length of the program is approximately 8-12 months.

This program is offered at the Newton Centre.

EARLY CHILDHOOD EDUCATION PROGRAM

The expressed need for qualified adults to work with young children in day-care centres and other pre-school facilities has increased significantly in recent years. To meet this need, Douglas College offers an Early Childhood Education Program which prepares women and men for employment in private kindergartens, nursery schools, Human Services and day-care centres.

The program has the approval of the Provincial Child Care Facilities Licensing Board, which keeps a registry of those persons who have completed basic training. Whereas in the past, graduates of recognized E.C.E. programs were registered as pre-school supervisors, the new CCFLB regulations do not permit graduates to fill supervisory positions until they have successfully completed a period of employment and taken post basic training.

When applying for a position, graduates are required to present a letter confirming their registration with the Provincial Child Care Facilities Licensing Board.

To obtain this letter, students who have completed the required training must write to the Provincial Child Care Facilities Licensing Board office in Victoria and request that their qualifications be evaluated and a letter of registration issued.

The program focuses on development of the career competence of graduating students, the theoretical material being closely integrated with the important experience of the field practicum. Students spend approximately 20 hours

a week in assigned practicum centres, in direct involvement with young children under the guidance and in-service assistance of the sponsor supervisors and course instructors.

Core subjects studied in each semester are: child growth and development; working with children; practicum (field placement); workshop seminars; career relations; communications. Emphasis is on ways of identifying, evaluating, and implementing theories that promote and support the healthy development of young children.

ENROLMENT PROCEDURE AND REQUIREMENTS

In addition to the normal Douglas College admission requirements, the following specific enrolment conditions also apply to this program: applicants must be in good health, possess appropriate vigor and stamina and exhibit an adequate level of emotional stability and personality flexibility. A medical report substantiating these qualifications is required.

Before graduation, students must submit a current standard First Aid Certificate to the Admissions office.

Age, educational background, life experience and ability to work within an organizational framework are considered in the selection of candidates. References from two persons (other than relatives) familiar with the applicants' experience in working with young children must be made available at the time of the interview.

Full time and part time students may enter the program in September or January. Deadlines for application: April 1 for September entry; November 1 for January entry. Enrolment in this career program is limited.

The following courses comprise the basic training which lead to a Douglas College E.C.E. Certificate:

Course	Descriptive Title	Hrs/wk	Credits
SEMESTER I			
HMS 110	Child Growth and Development—Intro.....	4	3
HMS 140	Working with Children—Intro.....	4	3
HMS 150	Workshop Seminary—Intro.....	4	3
HMS 160	Career Relations & Resources—Intro.....	4	3
HMS 180	E.C.E. Practicum (2 days per week))		3
COM 110	Practical Communications for Career Students.....	4	3
SEMESTER II			
HMS 210	Child Growth &		

	Development—Advanced.....	4	3
HMS 240	Working with children—Advanced.....	4	3
HMS 250	Workshop Seminar—Advanced.....	4	3
HMS 260	Career Relations & Resources—Advanced...	4	3
HMS 280	E.C.E. Practicum (2 full days per week).....		3
COM 290	Applied Communications for Career Students.....	4	3

For graduates of basic E.C.E. training, Douglas College is developing a program of post-basic courses leading to citation and/or diploma standing. For detailed information regarding enrolment requirements, entry dates and course schedules, contact the E.C.E. Program Co-ordinator, Silvia McFadyen-Jones, New Westminster Campus (521-4851, local 228) or the College Admission Office at 588-6404.

The full time program is offered on the New Westminster campus.

EQUINE PROGRAMS

FARRIER TRAINING PROGRAM

This program is conducted in specialized facilities located on the Langley Campus. It comprises Basic Training (twelve weeks) followed by Advanced Training after approximately one year of field experience. The Basic Training prepares students to work competently under the supervision of a qualified person. The Advanced Training is for those seeking to become self-employed professional farriers. For further information on the Advanced Training phone the Langley Campus at 530-7391.

BASIC PROGRAMS

In the twelve-week Basic Program, classroom work will cover: Correct Principles of Horseshoeing, Conformation, Physiology, Lameness, Diseases, Gait Irregularities, Professional Etiquette, Public Relations and Business Management. Practical training will include extensive handling procedures for all types of animals, trimming unbroken colts and other difficult horses, basic forgework for horseshoeing, and the fitting of hot or cold shoes to a variety of horses' hoofs.

The training period will involve considerable practical work with horses, therefore, handling experience and a serious approach to the profession is essential.

Required courses:

- EQU 101 Basic Safety Training
- EQU 105 Study of the Horse (Basic)
- EQU 107 Fundamentals of Horseshoeing
- EQU 109 Specialized Shoeing Techniques
- EQU 205 Study of the Horse (Intermediate)

Elective courses:

- EQU 114 Farrier Welding
- EQU 115 Farrier-Business Management
- EQU 116 Setting up a Mobile Farrier Unit

Upon completion of the basic program, students will be eligible for a Citation in Basic Farrier Training.

Admission Requirements:

In addition to normal Douglas College requirements, the

following specific enrolment prerequisites apply to this program:

- 1.) Two letters confirming a minimum of two years' horse handling experience from a local veterinarian or local trainer.
- 2.) Sufficient strength and stamina for the demands of the profession, as verified by a physician.
- 3.) Grade of 65% in a written (or oral) examination.
- 4.) Proof of Anti-Tetanus shots. These may be obtained free of charge at local health clinics.
- 5.) Medical health certificate identifying any health problems which may require special consideration.
- 6.) While no particular educational prerequisite is required, it would be to the applicants' advantage in both the program and the occupation to have at least a Grade 8 standing.

All applicants must complete an interview with the instructor and another faculty member.

COST: \$32.00 per month (including student fees).

TOOLS: Must be purchased by the students by the end of the first week (approx \$300). A list of suppliers will be provided.

Canada Employment and Immigration Commission

Students who are considering this program may wish to know that under the appropriate conditions C.E.I.C. funding may be available. Students should contact their local C.E.I.C. office.

LENGTH: 12 weeks. Offered three times per year.

ADVANCED TRAINING

LENGTH: Variable

COST: Variable

For information please contact the Langley Campus at 530-7391.

These programs are offered at the Langley Campus.

INSTITUTE OF ENVIRONMENTAL STUDIES

The Douglas Institute provides a means of co-ordinating the resources of faculty, students and the College community into both structured and non-structured programs. These contribute to a better understanding of crucial problem areas often excluded from the formal disciplines.

Because curricula do not change as rapidly as does the world around them, educational institutions often lack flexibility and become remote from real life. The Douglas College Institute offers the means of linking disciplines and routine courses of formal study to some of the realities in the College Region.

COMMUNITY COURSES AND PROGRAMS

Each semester the Douglas Institute of Environmental Studies offers programs in the fields of conservation, recreation, land and water management, environmental education and vocational training for fishermen. These include:

—Courses for teachers and others who wish to gain a fuller understanding of the natural environment in order to interpret it to others.

—Short courses or workshops are offered in horticulture, resources use and management and horse management, as required.

—The Natural History of the Fraser Valley and a series of specialized courses on the plant and animal life of the College Region are also available.

—Each semester the Institute sponsors conferences, seminars, film and lecture programs on environmental topics.

Vocational training courses such as Troller Deckhand Training and Coastal Navigation for Fishermen are regularly offered to meet the needs of the commercial fishing industry.

For course details phone Continuing and Community Education at, 588-6404.

PUBLIC POLICY

The Institute of Environmental Studies acts as an information centre and supplies copies or summaries of reports and commentaries on environmental and ecological issues within the College region and examples of

international development and aid projects financed with provincial or federal funds and private donations.

INFORMATION BOOKLETS

Edited collections of documents and articles not readily available from other sources are produced for College libraries, faculty and students. The public and institutions may also obtain copies at a small charge to cover printing costs. Topics focus on environmental problems within the Lower Mainland and on international aid in the fields of education and rural development.

INTERNATIONAL DEVELOPMENT

The Institute of Environmental Studies provides faculty, staff and students with opportunities to make a personal contribution in the field of international development. It acts as the agent of the World University Service of Canada which co-ordinates the work of a world-wide membership drawn from post-secondary educational institutions in forty-five countries. International development programs and projects of the Institute include the distribution of printed information on the work of the Canadian International Development Agency, the B.C. Department of Agriculture and of other Canadian agencies giving aid to developing countries, arranging contact with refugee orphans and old people needing sponsorship and collecting household items and clothing for sales and educational books for distribution abroad. With the help of a grant from the Koerner Foundation, the Institute has produced an AV presentation on the rehabilitation of refugees.

The Brett Vocational Training Fund, administered by the Institute in co-operation with aid agencies in Canada and India, provides grants to students in India.

WILDLIFE FOR TOMORROW FUND

The Institute's Wildlife for Tomorrow Fund accepts donations (exempt from taxation) for projects aimed at the conservation of wildlife in the Lower Fraser Valley. This fund has contributed towards the expenses of conferences, publications and studies. Priority is given to the identification of wildlife habitats for acquisition and preservation as wildlife sanctuaries and management areas.

FASHION DESIGN AND CLOTHING TECHNOLOGY PROGRAM

Please Note: The curriculum is presently under review.

This is a two-year, limited enrolment program leading to a Diploma of Associate in Fashion Design and Clothing Technology. New students are admitted to Fashion Design in September and to Fashion Merchandising in January.

This program provides intensive instruction for those seeking careers in the fashion industry. It interprets the employment requirements by providing courses of study related to career opportunities in the following areas:

- 1) Ready-to-wear manufacture
- 2) Fashion retailing and buying
- 3) Fashion co-ordination
- 4) Couture design and construction
- 5) Costume design

Considerable demands are placed on students to develop both professional standards in the manual skills and creativity in the artistic skills. The program stimulates an

industrial atmosphere by providing relevant equipment and by demanding punctuality and strict adherence to schedules.

Students are encouraged to take advantage of the extensive resources of the College to further personal development in areas that may or may not be related to fashion.

An interview with the program faculty and portfolio presentation is essential to approval of applicants for admittance to the program.

Fashion Design, Pattern Drafting and Construction are interdependent. Final marks are conditioned on successful completion of Fashion Design.

A diploma in Fashion Design and Clothing Technology requires a minimum of 74 credits.

A diploma in Fashion Merchandising requires a minimum of 67 credits.

Semester I	Credits
FAS 100 Fundamentals of Pattern Drafting.....	5
FAS 120 Fundamentals of Fashion Design.....	5
FAS 130 Fundamentals of Garment Construction.....	1
FAS 140 Fashion Illustration.....	3
FAS 390 History of Costume.....	3
FAS 170* Creative Apparel Design and Production....	3
	20

*Creative Apparel will not be necessary if students have taken Home Economics 12A and 12B or equivalent. Students who are not required to take FAS 170 must substitute an elective.

Some seats available for students not enrolled in Fashion programs on a space available basis.

Semester II	
FAS 200 Fundamentals of Pattern Drafting	5
FAS 220 Fashion Design and Textiles	5
FAS 230 Fundamentals of Garment Construction....	3
FAS 240 Fashion Illustration.....	3
FAS 370 Fashion Merchandising.....	3
	19

Semester III

Fashion Design—Surrey Campus

FAS 121 Modelling & Finishing.....	2
Some seats available for students not enrolled in Fashion programs on a space available basis.	
FAS 300 Pattern Drafting and Draping.....	5
FAS 320 Fashion Design and Color Co-ordination....	5
FAS 330 Garment Costume Construction.....	3
FAS 340 Fashion Illustration.....	3
COM 110 Practical Communications for	

Career Students.....	3
	21

Semester IV

Fashion Design—Surrey Campus

FAS 400 Advanced Pattern Drafting & Grading.....	5
FAS 420 Creative Fashion Design & Textiles.....	5
FAS 430 Advanced Garment Construction & Finishing.....	3
Electives (2).....	1-6
	14-19

Semester III

Fashion Merchandising—Richmond Campus

FAS 121 Modelling & Finishing.....	2
Some seats available for students not enrolled in Fashion programs on a space available basis.	
FAS 320 Fashion Design and Color Co-ordination....	5
BUS 100 Business in Canada.....	3
BUS 200 Fundamentals of Business.....	3
COM 110 Practical Communications for	
Career Students.....	3
	16

Semester IV

Fashion Merchandising—Richmond Campus

FAS 420 Creative Fashion Design & Textiles.....	5
MKT 120* Basic Marketing.....	3
BUS 210 Management Essentials.....	3
Electives (2).....	1-6
	12-17

*This program is offered on the Richmond and Surrey campuses.



FIRE SCIENCE PROGRAM

This program enables students to work toward a Citation or Certificate in Fire Science, gaining special knowledge of the fields of fire prevention, fire suppression, fire investigation and fire science technology. The objective of the program is to provide persons who are, or wish to be, actively engaged in fire protection related occupations with detailed information relating to their interests.

To complete the Citation Program students must complete 9 core credits and 6 credits from the optional offerings in the second level FIR 200 listings, for a total of 15 credits.

Program Leading to the Citation in Fire Science

Part 1 Required: 9 credits consisting of the following specified courses:

Course	Descriptive Title	Credits
FIR 100	Chemistry of Fire	3
FIR 101	Survey of Fire Science	3
COM 110	Practical Communications for Career Students	3
or		
COM 290	Applied Communications for Career Students	3

Part 2 Required: 6 credits selected from the following options list:

Course	Descriptive Title	Credits
FIR 270	Fire Insurance	3
FIR 271	Fire Prevention	3
FIR 272	Fire Suppression	3
FIR 273	Fire Investigation	3
FIR 274	Fire Science Technology	3
FIR 275	Building Construction for Fire Protection	3

To complete the Certificate Program, students must complete 9 credits from Part 1 course listings, 12 credits from the Part 2 options and 9 credits from the Part 3 course offerings.

Program Leading to the Certificate in Fire Science

Part 1—Required: 9 credits consisting of the following specified courses:

Course	Descriptive Title	Credits
FIR 100	Chemistry of Fire	3
FIR 101	Survey of Fire Science	3
COM 110/290	Practical Communications or Applied Communications for Career Students	3

Parts 2 and 3 of the Certificate level program permit students to "channel" their studies into one of four specialty areas—General, Administration, Instruction or Inspection.

Part 2—Required: 12 credits selected from the following option headings.

Course	Title	Credits	General	Administration	Instruction	Inspection
FIR 270	Fire Insurance.....	3	X	X		
FIR 271	Fire Prevention.....	3	X		X	X
FIR 272	Fire Suppression.....	3	X		X	
FIR 273	Fire Investigation.....	3	X		X	X
FIR 274	Fire Science Technology...	3	X		X	X
FIR 275	Building Construction for Fire Protection.....	3	X			X
BUS 100	Business in Canada.....	3		X		
BUS 350	Personnel Practices and Administration.....	3		X		
BUS 351	Organizational Theory.....	3		X		
BUS 450	Supervisory Management.....	3		X		
BUS 451	Industrial Relations.....	3		X		
CHE 105	Introductory Chemistry....	5			X	
COM 160	Introduction to Film.....	3			X	
COM 200	Introduction to Communication Theory....	3			X	X
COM 210	Introduction to Communication Behavior....	3			X	X
CON 130	Drafting.....	3	X		X	X
CRI 140	Interviewing.....	3				X
PHI 100	Introduction to Philosophy.....	3			X	
PHY 100	Introductory General Physics	3				
PSY 100	Basic Psychological Processes.....	3			X	X
SD 101	The Student & Successful Research Methods.....	3			X	X
SD 115	Basic Audio Visual Skills..	1½	X		X	X
SOC 125	Social Processes.....	3		X		
SSC 140	Human Relations and Organizational Behavior....	3		X		

Part 3—Required: 9 credits selected from specified courses under the option headings.

Course	Title	Credits	General	Administration	Instruction	Inspection
BUS 210	Management Essentials...	3	X	X	X	
BUS 380	Operations Management...	3		X		
BUS 452	Organizational Administration.....	1½		X		
BUS 453	Personnel Evaluation and Research.....	1½		X		
BUS 454	Wage, Salary & Benefit Administration.....	1½		X		
CON 230	Construction Blueprint Reading.....	3	X			X
CON 330	Building Code, Permits, Inspections.....	3	X			X
PHY 200	Introductory General Physics.....	5			X	
PSY 200	Areas & Application of Psychology.....	3			X	X

Transfer of Credits

Students who have completed formal course work in Fire Science-related courses at other institutions may, upon application, be granted up to a maximum of three transfer credits toward a citation and six credits towards a certificate, subject to evaluation of their official transcripts by Douglas College.

GENERAL STUDIES DIPLOMA PROGRAM

The General Studies Program at Douglas College has been designed as an alternative to both the career and university-transfer programs. It enables students to design a framework for studies independent of occupational or university-transfer requirements.

Students may select any course(s) in the Calendar in which they are particularly interested and for which the prerequisites are met. Some of the courses offer transfer

credit to a university, to BCIT, or to a professional society. Students will qualify for the Diploma of General Studies on completion of 60 credits.

HUM 130 Frontiers of Thought is one course specially designed for new students seeking an overview of the world of knowledge.

For information on General Studies, please contact the Admissions Office, 588-6404.

GERONTOLOGY (Human Services)

Training Programs—Volunteer and Paid Work with Older People

A program is under review that will prepare students to work with older people in various settings, including recreation areas, care facilities, social situations and family groups.

It is intended that graduates would have both academic and field work experience, the latter being tailored to meet individual preferences as far as possible. It is likely that the program would involve the equivalent of one semester's work.

For further information on developments call Jean Buzan,

Community Consultant in Gerontology or Lorna Kirkham, Community Social Service Worker Program, at Douglas.

Presently, Douglas College offers three credit courses designed for and about the older person. They are:

Course	Descriptive Title	Credits
HMS 145	Working with the Older Person.....	3
HMS 135	The Older Person: Understanding the Physical Aspects.....	3
HMS 155	The Older Person: Practical Aspects of Communication and Activation.....	3

GRAPHIC AND COMMUNICATION ART PROGRAM

This two-year program leading to a Diploma of Associate in Arts (A.A.) prepares students for a wide variety of positions in the field of graphic arts.

Graphics students should possess enthusiasm, desire to compete and a willingness to give and accept constructive criticism. Assignments are given and solutions required that are closely related to problems in the field.

Students are required to take a common core of courses. The fourth semester brings students to the level of competency required for employment.

Possible career directions include: graphic designers, commercial illustrators, fashion illustrators, layout artists, repro-assembly artists, audio-visual designers, animators, industrial designers, mechanical illustrators and retouch artists.

SEMESTER I		
Course	Descriptive Title	Credits
GRA 100	Basic Drawing	3
GRA 110	Illustration I	3
GRA 120	Graphic Design I	3
GRA 150	Photographics I	3
GRA 151	Technology of Graphics	3
GRA 152	Graphics and Audio-Visual Production I	3
COM 110	Practical Communications for Career Students	3
	Total Credits	18

SEMESTER II		
Course	Descriptive Title	Credits
GRA 135	Introduction to Advertising	2

GRA 200	Drawing II	3
GRA 210	Illustration II	3
GRA 220	Graphic Design II	3
GRA 250	Photographics II	3
GRA 252	Graphics and Audio-Visual Production	3
	Electives	1-3
	Total credits	18-20

SEMESTER III		
Course	Descriptive Title	Credits
GRA 121	History of Graphics	2
GRA 300	Drawing & Painting I	3
GRA 310	Commercial Illustration III	3
GRA 310	Commercial Illustration III	3
GRA 320	Graphic Design III	3
GRA 350	Photographics (Color) III	2
GRA 352	Graphics & Audio-Visual Production	3
	Total credits	16

SEMESTER IV		
Course	Descriptive Title	Credits
GRA 400	Drawing & Painting II	3
GRA 410	Commercial Illustration IV	3
GRA 420	Graphic Design IV	3
GRA 450	Photographics IV	3
GRA 452	Graphics & Audio-Visual Production	3
BUS 112	Business Procedures	3
	Total credits	17

Deadline to apply for admission to the Graphic and Communication Arts Program is April 1.

Admission Requirements

The Admissions Office will arrange appointments for all applicants to have personal interviews with the faculty, at which time they will present a portfolio of their work for evaluation. Portfolios could include samples of drawing, painting, lettering, illustration, cartooning and photography.

The Graphics Program is presently taught at the Richmond and Surrey campuses but plans are underway to move this program to the Newton Centre only in the near future.

HIGH SCHOOL COMPLETION PROGRAM

The Langley Campus offers the special courses required to obtain a High School Certificate. The specific offerings each semester vary according to identified needs and demands. For detailed information, phone the Langley Campus, 530-7391.

English 12
Gen. Bus. 12
Math 11
Math 12
Socials 11

Biology 11
Biology 12
Chemistry 11
Chemistry 12

HOMEMAKER TRAINING PROGRAM

There is a rapidly-growing demand in B.C. for trained, caring people to work as Homemakers. Typically, a Homemaker cares for families, the ill, handicapped and elderly people in their own homes, providing help with bathing, grooming, house cleaning, cooking, laundry, shopping and basic personal assistance.

This program prepares students for employment in the many Homemaker Agencies, and is based on a curriculum developed by the Provincial Government of B.C. and recognized throughout the province.

The program is 12 weeks in length. It will be offered on a part-time basis for more experience applicants.

The main focus is on developing practical skills, integrating classroom, laboratory and field work experience. At least 40% of the training takes place in a fieldwork setting.

Course areas covered include:

1. Provision of basic personal assistance training (includes

obtaining a basic First Aid Certificate);

2. Housekeeping skills, including principles of nutrition;
3. Introduction to human growth and Development;
4. Knowledge of community resources and
5. Communication skills for Homemakers.

Learning takes place in well-equipped home and personal care laboratories.

Admission Requirements

In addition to regular College requirements, a minimum age of 18 and an acceptable level of physical and emotional health are required.

Duration: 12 weeks.

Cost: (Subject to change) \$90.00 tuition (plus \$2.00 per month student fees).

This course is offered on the Coquitlam campus.

BASIC HORTICULTURE PROGRAM (Individualized)

Designed as a foundation program for employment in all sectors of the horticultural industry, this self-paced training can be completed in approximately 6 months. Where possible, students are advised to complete this program before embarking on other horticultural training. The courses in this program are:

Admission Requirements: Normal College requirements. Grade 10 or Landscape experience. General physical fitness certification. Able to work outdoors in all weather.

Cost: \$32.00 per month (including student fee), payable three months in advance.

Duration: This program is offered on a continuous intake basis. It will last from 6-8 months, depending on individual students' aptitudes, skills and the effort put into each course.

- | | |
|---------|--------------------------------------|
| HRT 101 | Soils for Horticultural Crops |
| HRT 105 | Botany for Horticulture |
| HRT 110 | Plant Identification |
| HRT 115 | Plant Propagation |
| HRT 140 | Mechanical Equipment in Horticulture |
| HRT 160 | Horticultural Skills |
| HRT 165 | Pest Control |

This course is offered on the Langley Campus.

INTERIOR DESIGN PROGRAM

(Curriculum currently under review)

Courses in this program include drafting, theory of design, color, drawing, residential and commercial interior design, presentation techniques and interior detailing. Time is allocated for electives and field trips and a work-experience session materially assists in eventual job placement, as well as in introducing students to practical problems of the industry.

This is a two-year program leading to a Diploma of Associate in Interior Design. Interior Design prepares students for positions in retail and contract sales departments and for selling interior design services and furnishings. Graduates may find employment in design studios; in paint, fabric, carpet, drapery, and wallpaper outlets; or with manufacturers, distributors and representatives of office and home furnishings.

Deadline to apply for admission to the Interior Design Program is April 1 of each year.

Applicants should apply early and will be contacted in May to come in for a required interview. At the interview, applicants are required to present portfolios of drawing and drafting. If available, items such as pottery, tie-dying, photography and other areas of interest to the student should be presented as well.

Registration for part-time courses does not imply acceptance for the full-time program and permission must be obtained from Interior Design Faculty before registration for a part-time course.

Course	Descriptive Title	Credits
SEMESTER I		
INT 100	Drawing & Rendering for Interior Design...	3
INT 102	Italian and French Furniture.....	3

INT 103	Color and Building Materials.....	3
INT 110	Theory of Design.....	3
INT 120	Drafting and Perspective.....	3
	Elective.....	1-3
		16-18

SEMESTER II

INT 200	Drawing for Interior Design.....	2
INT 203	English and American Furniture.....	3
INT 205	Materials for Interior Design.....	3
INT 210	Theory of Residential Design.....	3
INT 220	Residential Interior Design.....	4
INT 221	Rendering and Presentation.....	2
	Elective.....	1-3
		18-20

SEMESTER III

INT 310	Theory of Office Interior Design.....	3
INT 320	Office Interior Design.....	4
INT 321	Graphic Presentation.....	2
INT 332	Interior Detailing and Mechanical.....	3
INT 380	Interior Design Work Experience.....	1-5
BUS 112	Business Procedures for Interior Design....	3
		16-20

SEMESTER IV

INT 406	Special Projects in Interior Design.....	3
INT 410	Theory of Hotel-Motel Interior Design.....	3
INT 420	Hotel-Motel Interior Design.....	4
INT 421	Graphic Presentation.....	2
COM 110	Practical Communications for Career Students.....	3
		15

LANDSCAPE DEVELOPMENT PROGRAM

Designed to provide students with skills and knowledge in the subject area of Landscape Development, this self-paced training program can be completed in approximately 3-4 months. The scope and depth of this curriculum is considered to be appropriate for students entering industry on a permanent employment level. It specializes in landscape design, construction and maintenance. The design component is not a drafting course, but investigates the various aspects of landscape layout. The courses in this program are:

HRT 100	Orientation to Landscape Industry
HRT 101	Soils for Horticultural Crops
HRT 120	Landscape Design
HRT 121	Landscape Construction
HRT 122	Landscape Maintenance

HRT 123 Turf Grass Maintenance

Admission Requirements: Normal College requirements. Grade 10 or landscape experience. General physical fitness certification. Able to work outdoors in all weather.

Cost: \$32.00 per month (including student fee), payable three months in advance.

Duration: This program is offered on a continuous intake basis. It will last from 3-4 months, depending on the individual students' aptitudes, skills and the effort put into each course.

This course is offered on the Langley Campus.

LEGAL SECRETARIAL PROGRAM

(Individualized)

The Douglas College Legal Secretarial Program is designed to prepare students for employment in lawyers' offices, but could also lead to work in government and legal departments of large corporations.

The program consists of the following subjects: business

English, typewriting, shorthand and legal office procedures. The legal office procedures course covers the following areas: introductory, wills and estates, corporate records, litigation, divorce and conveyancing.

Admission Requirements:

1. Regular College requirements.
2. Typing speed of 35 w.p.m. (typing test to be arranged by instructor).

Instruction: The self-learning, self-paced concept is encouraged through the use of individual modules in the course. Group seminars and workshops will be held periodically throughout the course.

Duration: The course will last approximately 6-8 months,

depending on individual students' proficiency.

Cost: Tuition fee is \$32.00 per month (including student fee), payable three months in advance, plus a fee of approximately \$30.00 for books and supplies.

Location: This program is offered at the Coquitlam and Richmond Campuses

See Business "Office Administration" for course descriptions.

MARKETING PROGRAM

(See Business Management Program)

MASONRY

(Individualized)

The purpose of this program is to provide students with skills and knowledge in the subject area of brick, block and stone work. The scope and depth of this program is what Douglas College considers to be appropriate for students entering industry on a permanent level.

Hands-on shop experience is the basis from which skills are developed in the program. It should be noted that this program is developed around the individual needs of the student and these needs will determine its actual length. It is designed to accommodate past experience, in that credit and/or advancement will take place if students can demonstrate learned skill, plus the theoretical knowledge. This format will permit students who have completed shop training in secondary schools to apply these credits to the College program.

The major topics covered are:

- MRY 100 Introduction to Bricklaying
- MRY 110 Basic Mortar
- MRY 111 Concrete Fundamentals
- MRY 120 Elementary Bricklaying
- MRY 121 Wall Bonds, Wall Types
- MRY 122 Decorative Masonry
- MRY 130 Stone Masonry
- MRY 140 Power Tools
- MRY 150 Blueprint and Layout

- MRY 220 Lintels and Arches
- MRY 221 Fireplace Design

The content has been organized into packaged modules to ensure maximum flexibility for "Individualized" training. To accommodate versatility in training, it will be essential for students interested in vocational training to apply as early as possible, so that previous experience can be evaluated for future accreditation.

Admission Requirements:

1. Regular College requirements
2. Grade 10 reading level
3. Grade 9 Math or equivalent
4. Satisfactory physical health
5. Interview with instructor

Duration: This program is offered Monday through Friday on a continuous intake basis. The estimated length of the program approximately 6-8 months.

Cost: Tuition fees are \$32.00 a month (including student fees), payable 3 months in advance.

This program is offered at Newton Centre.

GENERAL MECHANICS

(Individualized)

The purpose of this program is to provide the students with skills and knowledge in the subject area of general mechanics. The program is what Douglas College considers to be an initial training program appropriate for students entering the industry on a permanent level.

The major topics covered in the basic program include:

- MCH 100 Measuring Instruments
- MCH 110 Shop Safety Practices
- MCH 110 Engine Theory
- MCH 120 Fundamentals of Electricity
- MCH 130 Ignition Systems
- MCH 131 Emission Control System
- MCH 140 Shop Tools and Equipment
- MCH 150 Fuel Systems
- MCH 160 The Drive Line

- MCH 161 Frame and Suspension Systems
- MCH 172 The Tire

Hands-on shop experience is the basis from which skills are developed in the program. It should be noted that this program is developed around the individual needs of students and these needs will determine its actual length. The program is designed to accommodate past experience in that credit and/or advancement will take place if students can demonstrate learned skill, plus the theoretical knowledge. This format will permit students who have completed shop training in secondary schools to apply these credits to the College program.

The content has been organized into packaged modules to ensure maximum flexibility for "Individualized" training.

To accommodate versatility in training, it will be essential for students interested in vocational training to apply as early as possible, so that previous experience can be evaluated for future accreditation.

Admission Requirements:

1. Regular College requirements
2. Grade 10 reading level
3. Satisfactory physical health

4. Interview with instructor

Duration: This program is offered Monday through Friday on a continuous intake basis. The estimated length of the program is approximately 6-8 months.

Cost: Tuition fees are \$32.00 a month, (including student fees), payable 3 months in advance.

This program is offered at Newton Centre.

MEDICAL SECRETARIAL PROGRAM (Individualized)

The Douglas College Medical Secretarial Certificate Program is designed to prepare students to become stenographers and secretaries in the offices of general practitioners and medical, surgical, obstetric and psychiatric specialists.

The program consists of the following subjects: Business English, Typewriting, Medical Terminology, Medical Office procedures and Medical Transcription.

Admission requirements:

1. Regular college requirements.
2. Typing speed of 35 words per minute (typing test to be arranged by the instructor).

The program is open to men and women.

Instruction:

The self-learning, self-paced concept is encouraged

through the use of individual modules. Group seminars and workshops will be held periodically throughout the course.

Duration:

The program will last approximately 6-8 months, depending on individual students' proficiency.

Costs:

Tuition fee is \$32 per month, (including student fees), payable 3 months in advance. Costs of books and supplies will be approximately \$30.00.

Location:

This course is offered only at the Richmond Campus.

See Business "Office Administration" for course descriptions.

MUSICAL INSTRUMENT REPAIR TECHNICIAN PROGRAM (Will not be offered 1980-81)

This is a new program designed to provide students with the techniques for repairing brasswind and woodwind musical instruments. The first semester is concerned with all the problems affecting the playing condition of musical instruments, the tools used for repair work and the methods utilized. The first semester is a prerequisite to advance into the second semester, where students are introduced to the more complex problems of damaged instruments and given the responsibility of repairing instruments accepted from local bands and musicians. Students are introduced to the techniques of brasswind and woodwind instruments and will be required to reach a certain practical ability on each.

It is an advantage to have a good musical background and be mechanically inclined. An introduction to the business world is given through lectures on shop planning and business procedures.

Participation in an interview to determine suitability for training is required and enrolment in the program is limited.

Duration: This program begins in September and is two

semesters in length.

Costs: Tuition fee is \$137.00 per semester, (including student fees.) Application deadline for this program is June 30. Early application is recommended.

Course	Descriptive Title	Credits
SEMESTER I		
MIR 100	Basic Woodwind Repair Techniques.....	6
MIR 110	Basic Brasswind Repair Techniques.....	6
MIR 120	Basic Business Practices & Shop Planning....	2
MIR 130	Woodwind Techniques.....	2
MIR 131	Brasswind Techniques.....	2
SEMESTER II		
MIR 200	Comprehensive Woodwind Repair Techniques.....	6
MIR 210	Comprehensive Brasswind Repair Techniques.....	6
MIR 220	Comprehensive Business Practices & Shop Planning.....	2

BASIC NURSING PROGRAMS

Basic nursing to the levels of Registered Nurse and Registered Psychiatric Nurse is offered in this program. Consistent with the concept of a career ladder, all nursing students take the same first year courses. This first year program, the Practical Nurse level, is divided into 3

semesters, each 4 months in length.

Students may choose to exit at the Practical Nurse level, and if desired, return at a later date to continue their nursing education. Or, students may choose to continue into the second-year program indicated at the time of initial

registration—Registered Nursing or Registered Psychiatric Nursing. At the present time, both of these second year programs involve an additional 3 semesters, each 4 months long. At the end of 2 years, students should be eligible to write provincial Registration examinations for Nursing or Psychiatric Nursing.

Nurses presently licensed as Practical Nurses or registered as Psychiatric Nurses may apply to challenge the first year of the program and gain admission directly into the second-year programs. R.N.'s may apply for admission to the second-year Psychiatric Nursing Program.

The content of the nursing courses has been organized into learning packets with an emphasis on independent study.

Admission Requirements for the nursing programs are currently under revision. Contact the Admissions Department for information.

Students wishing to transfer to the School of Nursing at the University of British Columbia should check the UBC calendar regarding block transfer possibilities.

Deadline for applications to the nursing program is February 1 of each year.

Financial Aid

Special bursaries for students in the nursing program may be available through various departments of the Provincial Government. The Financial Aid office of Douglas College will have current information.

FIRST YEAR COURSES:

Course Descriptive Title

PROGRAM OPTIONS

Credits RNRPN

SEMESTER I

NUR 100	Basic Nursing Theory I	3	X	X
NUR 101	Pharmacology for Nurses	1	X	X
NUR 110	Clinical Experience of NUR 100	3	X	X
BIO 103	Human Biology I	3	X	X
COM 205	Communication and English Skills	3	X	X
PSY 100		3	X	X
	Elective	3	X	X*

SEMESTER II

NUR 200	Basic Nursing Theory II	3	X	X
NUR 201	Pharmacology for Nurses	1	X	X
NUR 210	Clinical Experience for NUR 200	6	X	X
HS 201	Health Promotion	2	X	X
BIO 203	Human Biology II	3	X	X
	Elective	3	X	X

SEMESTER III

NUR 300	Basic Nursing Theory III	3	X	X
NUR 310	Clinical Nursing for NUR 300	11	X	X

*RPN students must take PSY 100 plus one three credit elective.

**RN students must take two 3 credit electives

SECOND YEAR—R.N.

Course Descriptive Title Credits

SEMESTER IV

NUR 401	Nursing Theory IV	4
NUR 411	Clinical Experience for NUR 401	6
HS 410	Dialogues II	1.5
	Elective	3

SEMESTER V

NUR 520	Nursing Survey	2
HS 510	Dialogues III: A laboratory course in Human Relations for Nurses	1

TWO OF the following pairs:

NUR 501	Maternal Nursing	2
NUR 511	Clinical experience for NUR 501	3
or		
NUR 502	Nursing of Children (Theory)	2

NUR 512 Clinical Nursing for NUR 502.....3

OR

NUR 503	Mental Health Nursing (Theory)	2
NUR 513	Clinical Experience for NUR 503	3

SEMESTER VI

ONE OF the following pairs:

NUR 501	Maternal Nursing	2
NUR 511	Clinical Experience for NUR 501	3

OR

NUR 502	Nursing of Children (Theory)	2
NUR 512	Clinical Nursing for NUR 502	3

OR

NUR 503	Mental Health Nursing (Theory)	2
NUR 513	Clinical Experience for NUR 503	3

Followed by:

NUR 690	Nursing Practicum	7
---------	-------------------	---

SECOND YEAR—R.N. (ACCESS II)

(for B.C.I.T. & Douglas College Psychiatric Nursing graduates.)

Course Descriptive Title Credits

SEMESTER IV

NUR 504	Maternal Nursing	5
NUR 514	Clinical Nursing for NUR 504	5
NUR 502	Nursing of Children (Theory)	2
NUR 512	Clinical Nursing for NUR 502	3

SEMESTER V

NUR 401	Nursing Theory IV	4
NUR 411	Clinical Experience for NUR 401	6

SEMESTER VI

NUR 690	Nursing Practicum	7
---------	-------------------	---

SECOND YEAR—PSYCHIATRIC NURSING (RPN)

Course Descriptive Title Credits

SEMESTER IV

NUR 450	Psychiatric Nursing Theory I	4
NUR 451	Clinical Experience for Psychiatric Nursing 450	4
PSY 351	Abnormal Psychology for Mental Health Workers	3
NUR 560	Therapeutic Relationships	2
	Elective	3

SEMESTER V

NUR 520	Nursing Survey	2
NUR 552	Psychiatric/Medical Nursing Theory	1½
NUR 553	Clinical Nursing for NUR 552	4
HS 510	Dialogues III	1

ONE OF the following pairs:

NUR 550	Handicapping conditions	2
NUR 551	Clinical Nursing for NUR 550	3

OR

NUR 555	Psychogeriatric Nursing	2
NUR 556	Clinical Nursing for NUR 555	3

SEMESTER VI

ONE OF the following pairs:

NUR 550	Handicapping Conditions	2
NUR 551	Clinical Nursing for NUR 550	3

OR

NUR 555	Psychogeriatric Nursing	2
NUR 556	Clinical Nursing for NUR 555	3

NUR 650	Psychiatric Nursing Theory II	1
NUR 651	Clinical Psychiatric Nursing II	5

LONG TERM CARE (Aide) PROGRAM

The Long Term Care (Aide) Program is 15 weeks in length. The number of students accepted into each class is 20, though plans are being made to increase enrolment numbers. Students who successfully complete the program will be prepared to work in extended care, intermediate care and personal care settings.

Admission Requirements:

- 1) Ability to speak and understand English at an acceptable level.
- 2) Demonstration of reading and comprehension skills.
- 3) Achievement of selected attitude tests at an appropriate level.

- 4) Acceptable level of physical fitness.

Course	Descriptive Title	Credits
LTC 140	Long Term Care (Aide) Theory	3
LTC 142	Long Term Care (Aide) Practice.....	5
LTC 143	Long Term Care (Aide) Practicum	3
HS 140	Communication Skills in Health Care	2

Deadline for applications to the Long Term Care (Aide) Program are as follows:

- For program beginning in January—November 1
- For program beginning in September—April 1

OCCUPATIONAL INFORMATION ADVISOR PROGRAM

Occupational information advisors are usually employed in educational and government agencies, assisting career counsellors.

Occupational information advisors are paraprofessionals. Some of their tasks include drop in/or intake information; interviewing; academic advising; developing and maintaining a career resource centre (information on careers, programs, courses, job market information, educational and government institutions); conducting tours of the agency/institution; making referrals to counsellors or other institutions; ordering, speaking; visiting groups and visiting secondary school students.

Career Possibilities

Graduates may find employment as career counsellor assistants, educational planners, admissions advisors, employment interviewers, rehabilitation counsellors, personnel workers and in other similar jobs in educational, government and non-profit agencies where career and educational counselling is offered.

This College program is for full-time students and is a 2-semester (30 credit) career program, commencing in the fall semester. A part-time program is currently being planned. The courses included in this program are:

Course	Descriptive Title	Credits
HUD 120	O.I.A. Advising Methods	3

HUD 121	O.I.A. Applied Testing	3
HUD 122	Group Information Communication Skills	3
HUD 123	O.I.A. Information Development	3
HUD 124	O.I.A. Field Placement	6
HUD 160	Interpersonal Communications and the Helping Process	3
HUD 260	Interpersonal Communications Skills	1½
COM 110	Practical Communications for Career Students	3
LIB 115	Basic Audio-Visual Skills	1½
	Electives	3
	TOTAL	30 credits

Admissions Requirements:

In addition to the normal Douglas College admission requirements, the following specific enrolment conditions also apply to this program: applicants must be competent in oral and written English and able to demonstrate a Grade 10 level of reading comprehension and to type 25 w.p.m. minimum level. For further information regarding application deadline, contact Douglas College Admissions (588-6404).

Duration: 2 semesters, beginning in September.

Costs: Tuition fee is \$137 per semester (includes student fees). Texts and supplies are estimated to cost \$100-\$150 for 2 semester period.

Location: This course is offered at the Coquitlam Campus.

RETAIL MERCHANDISING CERTIFICATE PROGRAM

The Retail Merchandising Certificate Program is designed to provide introductory training for students who want to enter the retail trade. The method used combines classroom and specific work experience on a co-operative basis during a two-semester period. Subjects covered are basic to retail store operation and will prepare students to take places in the beginning levels of the retail trade.

The Certificate Program will be of value to younger students who require entrance to a rewarding vocation, retail employees who may wish to upgrade their knowledge

and small-scale owner-managers who may wish to acquire additional skills to improve their business operations.

Course	Descriptive Title	Credits
SEMESTER I		
ACC 100	Introduction to Accounting	3
BUS 100	Business in Canada	3
COM 110	Practical Communications for Career Students	3

MRK 100	Retail Merchandising	3
MRK 101	Retail Layout and Equipment	1½
MRK 102	Retail Advertising and Promotion	1½

15 credits

SEMESTER II

BUS 442	Credits and Collections	1½
BUS 450	Supervisory Management	3
MRK 103	Retail Store Services	1½
MRK 104	Retail Inventory Management	1½
MRK 110	Retail Buying and Pricing	1½
MRK 350	Dynamic Selling	3
MRK 191	Merchandise Practicum	3

15 credits

RETAIL MERCHANDISING DIPLOMA PROGRAM

a two-year program offered by the Department of Business

The Retail Merchandising Diploma Program was designed in response to the need for graduates to assume positions leading to supervisory and middle management positions in the retail trade. The program combines classroom experience and considerable work experience on a co-operative basis.

The Diploma requires four semesters of classroom and work experience. Emphasis is placed on providing management skills in technical areas of retail operations and personnel and human relations. Students with substantial successful supervisory or management experience may be given partial or full credit for MRK 381—Merchandise Work Experience, but would be required to complete MRK 382—Work Experience Seminar and MRK 192—Merchandising Practicum.

The Diploma Program will be of value to students aspiring to management positions in the retail trade, to employees in management positions who wish to further their career opportunities and to self-employed managers who wish to improve their management skills.

Course	Descriptive Title	Credits
SEMESTER I		
ACC 100	Introduction to Accounting	3
BUS 100	Business in Canada	3
COM 110	Practical Communications for Career Students	3
MRK 100	Retail Merchandising	3
MRK 101	Retail Layout and Equipment	1½
MRK 102	Retail Advertising and Promotion	1½
		15 credits
SEMESTER II		
BUS 442	Credits and Collections	1½
BUS 450	Supervisory Management	3
MRK 103	Retail Store Services	1½
MRK 104	Retail Inventory Management	1½
MRK 110	Retail Buying and Pricing	1½
MRK 350	Dynamic Selling	3
MRK 191	Merchandise Practicum	3
		15 credits
SEMESTER III		
BUS 210	Management Essentials	3
BUS 350	Personnel Practices and Administration	3
GRA 135	Introduction to Advertising	2
MRK 381	Merchandise Work Experience	6
MRK 382	Merchandise Work Seminar	1
		15 credits
SEMESTER IV		
MRK 105	Retail Accounting Method	1½
MRK 106	Computer Applications in Retailing	1½
MRK 290	Consumer Behavior	3
MRK 490	Retail Management	3
MRK 192	Merchandise Practicum	3
	Elective	3
		15 credits

DIPLOMA OF ASSOCIATE IN SCIENCE

A Diploma of Associate in Science is granted after completion of the following requirements:

- i) 3 SUBJECTS from List A (a SUBJECT includes all the courses listed in parentheses after the subject name),
- ii) 2 additional courses from List B,
- iii) English 100: Expository Writing,
- iv) 3 subjects from List C
- v) 2 elective courses (any two 3-semester-credit courses),
- vi) 3 additional courses from List D

University-bound students should ensure they fulfill the requirements of the Degree Program when selecting courses for the Diploma.

LIST A:

Biology	(BIO 110, BIO 210)
Chemistry	(CHE 110, CHE 210)
Geology	(GEOL/GEOG 120)
Mathematics	(MAT 120, MAT 220)
Physics	(PHY 100, PHY 200 with A or B)
OR	(PHY 110, PHY 210)

LIST B:

Courses of LIST A	
Astronomy	(PHY 105, PHY 205)
Construction	(CON 130, CON 390)
Geology	(GEOL 230)
Mathematics	(MAT 150)

LIST C:

Biology	(BIO 320, BIO 321)
	(BIO 322, BIO 323)
Chemistry	(CHE 310, CHE 410)
OR	(CHE 320, CHE 420)
Geology	(GEOL 320, GEOL 421)
OR	(GEOL 370, GEOL 470)
Mathematics	(MAT 232, MAT 421)
Physics	(PHY 320, PHY 421)
OR	(PHY 420, PHY 521)

LIST D:

Courses of LIST B	
Courses of LIST C	
Mathematics	(MAT 350)

In the course descriptions, each course that is transferable to any provincial university is shown as "Transferable". This does not imply transferability in all cases to all

universities. Transfer guides published by each provincial university or by Douglas College should be consulted for exact transfer eligibility.

SECRETARIAL ARTS PROGRAM

The Douglas College Secretarial Arts Program is designed to serve the needs of students who want vocational training and upgrading in the commercial skills. Employment opportunities for well-trained office personnel are growing steadily as the business community continues to expand and diversify as a result of a growing population.

Courses provide clerical skills in typewriting, bookkeeping, business English, business mathematics, office procedures and shorthand (as an elective). Students will receive individual instruction in each subject, permitting them to progress at their own rate.

Upon completion of the program, a Douglas College Secretarial Arts Certificate will be issued. Graduates will then be qualified to obtain employment as clerk-typists, junior bookkeepers, business machine operators and general office clerks.

Admission requirements: Regular College requirements

Cost: Tuition fee is \$32.00 per month (including student fee) payable 3 months in advance, plus the cost of workbooks and text kits. Some textbooks are provided, therefore it is advisable to check with your instructor before purchasing texts.

Instruction: The self-learning concept is encouraged through the use of individual adult continuing education text-kits. Group seminars and workshops will be held periodically throughout the duration of the course.

Course Duration: The course will last from 6-8 months, depending on individual students' aptitudes, skills and the effort put into each course.

This course is offered at the Coquitlam, Langley, Newton and Richmond Campuses.

THEATRE PROGRAM

[Curriculum currently under review]

Douglas College offers a variety of theatre courses, some of which are transferable to the University of B.C. and the University of Victoria. Students should be aware, however, of the extremely limited transfer possibilities at UBC.

The courses are designed to provide a sound basis for students who plan to pursue a career in theatre. Students may participate in College productions and involvement with community theatre groups is encouraged. Interested students should call 521-4851.

Students intending to transfer to UBC or UVic. should be certain to confer with the Douglas College theatre convenor, a counsellor or the transfer guide of the institution where they plan to transfer.

or a counsellor.

Course	Descriptive Title	Credits
SEMESTER I		
THEA 105	History of Theatre—	

	Greek, Roman, Medieval	3
THEA 110	Basic Acting	3
THEA 111	Basic Speech	2
THEA 140	Set Construction	3
THEA 171	Basic Movement	3
THEA 180	Play Production	3
	Elective	1-3

SEMESTER II

THEA 106	History of Theatre—Early Tudor to End of Classicism	3
THEA 210	Intermediate Acting	3
THEA 211	Intermediate Speech	2
THEA 240	Set Design	3
THEA 271	Intermediate Movement	3
THEA 180 or 280	Play Production	3

THERAPEUTIC RECREATION TECHNICIAN PROGRAM

[Please note: Curriculum and credits are subject to revision]

This three-semester program prepares students to function in a wide variety of settings which offer therapeutic recreation services to children, adolescents and adults who are developmentally disabled—mentally, physically, emotionally and/or socially. As paraprofessionals, graduates will implement therapeutic recreation programs on a one-to-one, small group or large group basis with client(s).

This full-time program commences in the Fall semester (September) and continues for three semesters. Each semester is fifteen weeks long. Approximately 50% of the course will be classroom related and the other 50% will be practicums in the field.

Course	Descriptive Title	Credits
SEMESTER I		
TRT 101	Orientation to Therapeutic Recreation	3
TRT 102	Human Growth and Development	3
TRT 103	Self-Awareness, Group Dynamics and Listening Skills	3
TRT 180	Practicum	4
HMS 100	Human Services—Introductory	3

SEMESTER II

TRT 204	Therapeutic Recreation Process & Program Planning	3
TRT 205	Physical Activity Skills	5
TRT 280	Practicum II	8
TRT 202	Disabling Conditions	3

SEMESTER III

TRT 306	Administrative Practices	3
TRT 307	Drama and Fine Arts	5
TRT 380	Practicum III	6
TRT 305	Current Trends	3
(This course is under revision)		

Curriculum and credits are subject to revision.

The Therapeutic Recreation Technician program is funded on a yearly basis.

Admission Requirements:

Enrolment in the program is limited. In addition to regular Douglas College requirements, the following specific enrolment prerequisites also apply to the program:

- 1) completion of a questionnaire

- 2) attendance at a general orientation
- 3) verification of good health by submission of a medical certificate.
- 4) a personal interview

Once application forms and questionnaires are submitted it is the students' responsibility to keep the Admissions Office informed of any changes in address, telephone numbers or desire to withdraw from the program.

Duration

This program begins in September and is three semesters long.

Costs

Tuition fee is \$137.00 (including student fee) per semester. Cost of books, supplies, etc. is approximately \$60.00 for each semester.

URBAN AND REGIONAL PLANNING TECHNICIAN PROGRAM

Douglas College offers upgrading courses in the planning field during the Fall and Spring semesters. Planning assistants or technicians currently working at various levels of government, private agency or corporation, who wish to upgrade their skills in the specific areas described will find the courses of practical benefit.

In addition to being applicable to general planning areas, including the rational use of both natural and human resources, the courses are directly applicable to related fields such as forestry, geology, agriculture, real estate and land use management.

The emphasis of the courses will be on practical, job-specific upgrading, utilizing specialists who have extensive work experience.

Courses offered:

Course	Descriptive Title	Credits
GEOG 145	Municipal Law for Planning Assistants.....	3
GEOG 146	Local Area Planning	3
GEOG 147	Sub-Division Planning.....	2
GEOG 148	History and Theory of Urban and Regional	
GEOG 148	History and Theory of Urban and Regional Planning	3
GEOG 149	Planning Data Collection and Analysis	3
GEOG 175	Air Photo Interpretation	3
GEOG 176	Remote Sensing.....	1
GEOG 177	Cartographic Techniques.....	3

VOCATIONAL SERVICES WORKER CITATION PROGRAM (Human services)

The Douglas College Vocational Service Worker Citation Program is designed as an upgrading program for individuals working in a wide range of adult vocational services which encompass developmental and rehabilitative programs. The program provides students with a broad view and understanding of human service systems, the helping process and the principles of normalization. Optional courses within the citation program provide students with a foundation in knowledge and skills required in the habilitative or rehabilitative aspects of adult vocational services.

The citation will be awarded upon completion of the following courses worth 15 credits. Courses will be offered on an evening or swing-shift basis. Eligibility to enrol in the courses is based on part-time or full-time employment in the field of adult vocational services.

Douglas College is planning to offer courses leading to a certificate (30 credits) with emphasis on vocational services. The Citation program is the first step in this process.

Course	Descriptive Title	Credits
HMS 164	Vocational Services Process	3
HMS 101	Behaviour Management.....	3

Students must take the preceding two courses and three of the following four to complete the Citation requirements.

Course	Descriptive Title	Credits
HMS 102	Community Resources	3
HMS 134	Medical Implications/Causation and Effect.....	3
HMS 142	Skills & Methods—The Skilled Worker	3
HMS 154	Effective Production—Skills in Vocational Settings	3
TOTAL		15

For further information on the above courses please consult the Human Services course descriptions in this calendar.

WELDING

The purpose of this program is to provide students with the skills and knowledge to become competent welders upon successful completion of all the welding courses. Students must develop the necessary habits concerning safety and the proper use of time and materials necessary for a competent welder in today's market.

The major topics covered in the basic Program include:

Basic Welding—Citation

Course	Descriptive Title
WLD 110	OxyAcetylene Cutting & Welding
WLD 120	Shielded Metal Arc (SMAW I)
WLD 150	Blueprint Reading for Welders
WLD 220	Shielded Metal Arc (SMAW II)
WLD 230	Gas Metal Arc (GMAW I)

Welding—Certificate

Course	Descriptive Title
WLD 320	Shielded Metal Arc (SMAW III)
WLD 330	Gas Metal Arc (GMAW II)
WLD 340	Gas Tungsten Arc (TIG I)
WLD 350	Fitting/Layout
WLD 360	Testing

Welding—Upgrading

Course	Descriptive Title
WLD 420	Shielded Metal Arc (SMAW IV)
WLD 430	Gas Metal Arc (GMAW III)
WLD 440	Gas Tungsten Arc (TIG II)
WLD 450	Plasma Cutting

Hands-on shop experience is the basis from which skills are developed in the program. It should be noted that this program is developed around the individual needs of students and these needs will determine its actual length. The program is designed to accommodate past experience in that credit and/or advancement will take place that students can demonstrate learned skill, plus theoretical knowledge.

The course content has been organized into packaged modules to ensure maximum flexibility for "individualized training". To accommodate this versatility in training, it will be essential for students interested in vocational training to apply as early as possible so that previous experience can be evaluated for future accreditation.

Admission Requirements:

In addition to the normal Douglas College admission requirements, the following specific enrolment prerequisites also apply to this program:

- 1) Completed Grade 10 or have experience in welding.
- 2) Must pass a general physical examination
- 3) Must be able to follow instructions written in the Welding Program
- 4) Must be interviewed by the instructor before beginning the program.

Duration: This program is offered Monday through Friday on a continuous intake basis. The estimated length of the program is: Basic Welding program—approximately 5 months; Welding Certificate program—approximately 10 months.

Cost: Tuition fees are \$32.00 a month (including student fees), payable 3 months in advance.

This program is offered at Newton Centre.

PROGRAMS FOR WOMEN

The Douglas College Special Program Unit for Women provides a means of giving women students better access to and visibility in the college. It contains both a separate curriculum of credit and non-credit courses and a service to women students in fostering appropriate delivery in College-wide activities.

Women's Studies

Academic Women's Studies courses are part of the regular offerings of the designated disciplines and may be used as part of the regular university degree programs. Taken separately or in a package, these courses are offered for persons interested in:

- developing an awareness of general concerns of women, both historic and current.
- broadening their knowledge of the psychological, sociological, economic and other factors which contribute to women's roles in contemporary society.
- encouraging an appreciation of the contribution that women have made and do increasingly make to formal knowledge.

Course	Descriptive Title	Credits
Anthropology		
ANT 150	Anthropology of Women.....	3

English

ENG 102	Thematic Approaches to Western Literature (Images of Women in Literature) ..	3
---------	--	---

History

HIS 160	Women in Canadian History	3
---------	---------------------------------	---

Philosophy

PHI 160	Philosophy, Religion and Women	3
---------	--------------------------------------	---

Psychology

PSY 110	Social Issues: Psychology of Women.....	3
---------	---	---

Sociology

SOC 240	Role of Women in Society	3
---------	--------------------------------	---

Women's Studies

WNST 100	The Worlds of Women: Introduction to Women's studies.....	3
----------	---	---

Events for Women

Each semester Programs for Women offers non-credit courses in the fields of personal growth, skill development and information. Topics range from assertiveness, stress-management and problem solving to budget management, car care and selling skills. These courses tend to vary each semester with respect to location and subject, and are planned with the advice of community women, agencies and the community representatives of the Program

Advisory Board.

One-day women's conferences are an established tradition in the Douglas College region. Some, like "Stress for Women", offer one topic for an indepth workshop. Others, like the 'Options for Women' events, present a great number of speakers, workshops, displays and films on a variety of topics of interest to local women.

Access Services to Women

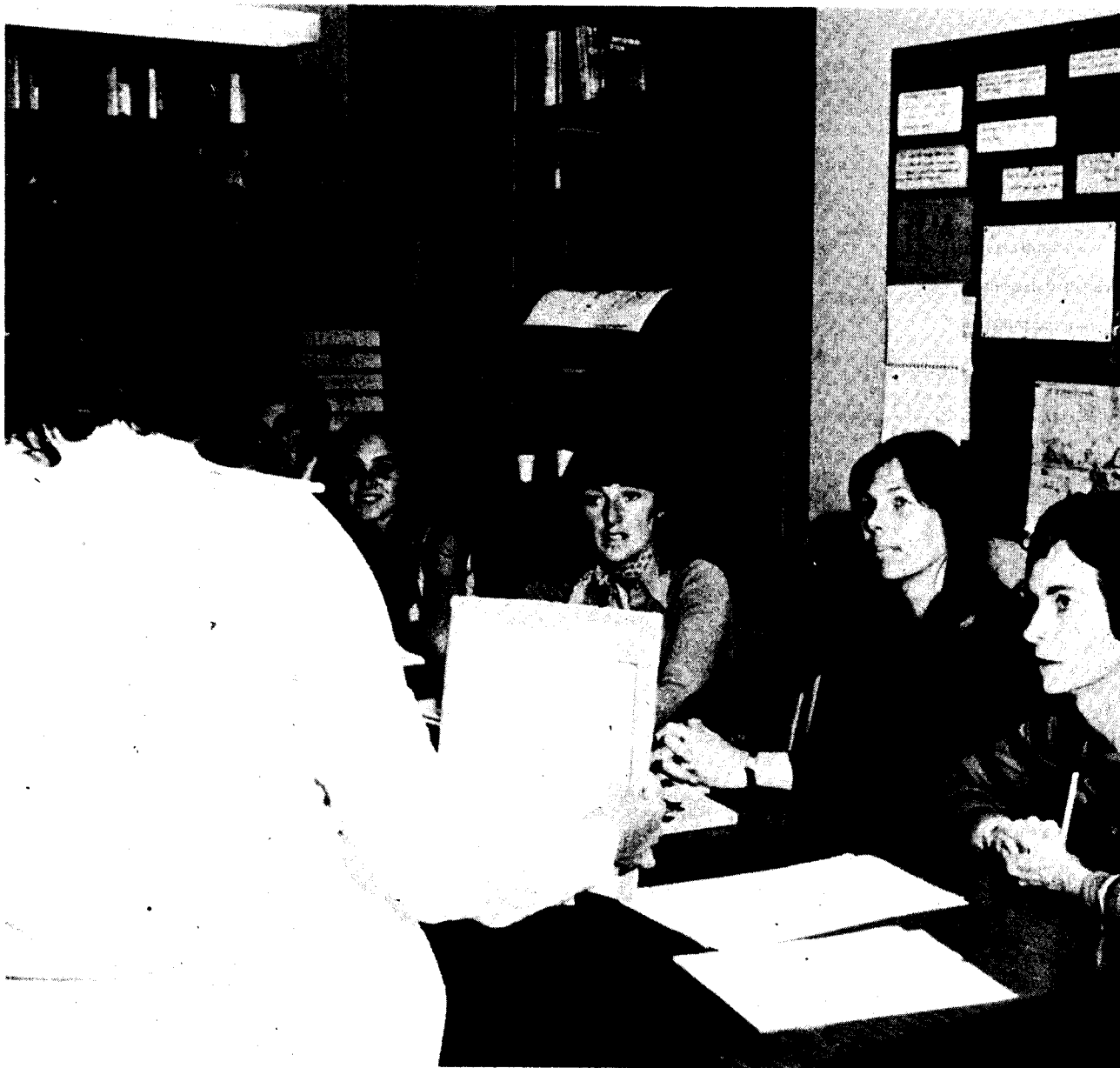
The Douglas College Special Program Unit for Women is committed to increasing women's access to learning opportunities. This has resulted in our expanding range of services and courses including:

- transition courses for women who need to build confidence and/or skills before resuming their education.
- an information and dropin centre for women, Rm. 104 N. West.

- support and information groups for women already on campus
- career exploration and information seminars for women wishing to re-enter employment.
- speakers for community groups who want re-entry information for the potential mature student.
- women's information and career files on campus, in resource areas and in counselling centres.
- bursaries for non-credit courses in Programs for Women

Brochures

Programs for Women puts out brochures and flyers to advertise its special events. To receive workshop/conference information or to be placed on the mailing list, please call the Co-ordinator of Programs for Women, 521-4851 or Continuing and Community Education, 588-6404.



UNIVERSITY TRANSFER PROGRAMS

COURSE DESCRIPTIONS

AND

In the course description listed, each course that is transferable to any provincial university is shown as "Transferable". This does not imply transferability in all

cases to all universities. Transfer guides published by each provincial university or by Douglas College should be consulted for exact transfer eligibility.

ACCOUNTING

ACC 100 Introduction to Accounting 3 credits
This course offers a study of the theory and practice of accounting at an introductory level. The emphasis is more on understanding and using accounting information than on developing skills in the preparation of accounting information.

Prerequisite: None

Lecture: 4

No transfer credit

*NOTE: This course is designed to meet Accounting Profession standards.

ACC 110 Principles of Accounting 3 credits
The theory and practice of recording and reporting financial events for service and merchandising businesses, with consideration of accounting for property owned by businesses, is the main focus of this course.

Prerequisite: None

Lecture: 4

Transferable

ACC 200 Financial Recordkeeping and Payroll Production 3 credits

Course content includes a detailed consideration of the monetary recording of routine business activities, combined with the production of payroll cheques and related records.

Prerequisite: None

Lecture: 4

No transfer credit

ACC 210 Principles of Accounting 3 credits
Principles of Accounting focuses on the theory and practice of appraising business progress in the light of previous plans and safeguarding the rights and possessions of a business by the means of the accounting process. It includes the analysis of financial statements and appraisal of basic accounting theory with brief consideration of the manufacturing process.

Prerequisite: ACC 110

Lecture: 4

Transferable

ACC 310 Accounting Theory 3 credits
This course studies the more complex accounting

techniques and principles at the intermediate level, with particular reference to the assets of the enterprise.

Prerequisite: ACC 210

Lecture: 4

Transferable with ACC 410

ACC 320 Cost Accounting 3 credits

Course content includes principles and practice of essential records and methods of arriving at materials, labor and manufacturing expense costing. Job, process, standard costing, budgeting, distribution and differential costing will be covered as well.

Prerequisite: ACC 210

Lecture: 4

Transferable with ACC 420

ACC 330 Financial Accounting 3 credits

This course offers a review and extension of some topics considered in ACC 110 and ACC 210 with additional consideration of corporation income tax, income tax reporting and intercorporate investments. Current issues in accounting principles will also be examined. This course is intended for those students transferring to U.B.C.

Prerequisites: ACC 110 and ACC 210

Lecture: 4

Transferable

ACC 410 Accounting Theory 3 credits

Accounting theory studies the more complex accounting techniques and principles at the intermediate level, with particular reference to the liabilities and ownership of the enterprise.

Prerequisite: ACC 310

Lecture: 4

Transferable with ACC 310

ACC 420 Cost Accounting 3 credits

An examination of non-manufacturing costs, capital budgeting, inventory costing and the cost of service departments are featured in this course. Joint products and by-products are also considered, together with process costing.

Prerequisite: ACC 320

Transferable with ACC 320 to CGA, RIA

ADULT BASIC EDUCATION

ADULT BASIC EDUCATION LEVEL 2 PROGRAM

ABE 200 Functional Language Skills for Adults 5 credits
This is a self-paced individualized program covering basic skills in writing and reading. It includes word study, spelling, functional sentence structure, functional paragraph structure and reading to Grade 8 equivalency. Completion of ABE 200 gives a Grade 8 equivalency in English as a prerequisite to some vocational courses. Average hours for completion of course: 200.

ABE 210 Basic Arithmetic 5 credits
Basic Arithmetic is an individualized course that covers the fundamental operations of basic arithmetic (whole numbers, fractions, decimals, percentages) and applies the arithmetic to practical problems. Completion of Basic Arithmetic gives Grade 8 equivalency in Math. Average hours for completion of course: 200.

ADULT BASIC EDUCATION LEVEL 3 PROGRAM

ABE 300 Applied Language Skills for Adults 5 credits
This self-paced individualized program covers review of basic skills, job application skills (resume, covering letters, application forms), skills in career research, contextual paragraph writing, business English skills, functional essay-writing and reading to Grade 10 level on standardized kits (SRA and RFU). Completion of ABE 300 gives Grade 10 equivalency in English as a prerequisite to some vocational courses.

ABE 310 Consumer Arithmetic and Mathematics 5 credits
This is an individualized course which deals with arithmetic in everyday life and introduces students to some general fields of mathematics. It includes: consumer arithmetic, measurement (British and metric), perimeter, area and volume, geometry, graphing, integer and rational numbers, and algebra. Completion gives Grade 10 equivalency in Math as prerequisite for further vocational training. Average hours for completion of course: 200.

ABE 320 Operations of Science 3 credits
Operations of Science is a partially self-paced course designed to introduce students to ways of thinking commonly used in the sciences. Students will work in small groups through a series of activities which will illustrate and provide practice in these ways of thinking.

ADULT BASIC EDUCATION LEVEL 4 PROGRAM

ABE 400 Creative Language Skills for Adults 5 credits
This is a self-paced, individualized program covering contextual word usage, creative sentence structure, contextual paragraph writing, formal research paper writing, critical reading, public speaking and two option units determined by student needs. Completion of ABE 400 gives a Grade 12 equivalency in English, prerequisite to some vocational courses. Average hours for completion of program: 200.

ABE 410 Vocational Technical Mathematics 5 credits
Vocational Technical Mathematics is an individualized course that covers the basic rules and operations of algebra and then an option of (1) bookkeeping and introductory accounting or (2) a continuation of algebra with the object of manipulating and solving equations of formulas for their unknowns. The algebra option includes: polynomial operations, factoring, number forms, equations, graphing, formulae, algebraic problems, simple and compound interest, and option of trigonometry or bookkeeping. Completion gives Grade 12 equivalency in Math for certain vocational training. Average hours for completion of program: 200.

ABE 420 Applied Science 5 credits
This is a self-paced course in more formal aspects of Science. Students will concentrate on one area of science—biology, chemistry, physics, or engineering concepts—for the majority of their work and will introduce themselves to one other area. Successful completion of any seven units is necessary for Grade 12 equivalency in Science. Average completion time: 200 hours.

AGRICULTURE

AGR 100 Milker Training
This 14-week course provides a combination of classroom instruction (5 weeks) and practical experience on local dairy farms (9 weeks) where students will be given on-the-job training under the supervision of the owner/operator.
Prerequisite: None
No transfer credit

AGR 120 Dairy Herdsman
This 14-week course provides advanced study and training in dairy production skills developed in AGR 100. Combining 5 weeks of classroom instruction with 9 weeks of work experience on host farms, the course emphasizes herd health, nutrition, reproduction and record keeping.

Prerequisite: AGR 100
No transfer credit

AGR 180 Beef Production [Basics]
This 14-week course introduces students to the beef industry and consists of 5 weeks of classroom studies and 9 weeks of on-the-job experience. Subjects covered include: breeds of beef cattle, beef production programs, selection of beef cattle, housing and equipment, ruminant digestion, basics of feeding, reproduction, pregnancy, care of the new born calf and herd health programs and practices.
Prerequisite: None
No transfer credit

In the course description listed, each course that is transferable to any provincial university is shown as "Transferable". This does not imply transferability in all

cases to all universities. Transfer guides published by each provincial university or by Douglas College should be consulted for exact transfer eligibility.

ALCOHOL AND DRUG EDUCATION PROGRAM —SEE HUMAN SERVICES

ANTHROPOLOGY

Anthropology is the study of man, emphasizing a cross-cultural and comparative approach. The discipline attempts to trace the physical evolution of man and the development of culture, to study cultural traits as they occur in diverse societies and to provide in-depth studies of specific cultures.

A basic background in anthropology is a valuable addition to the general knowledge of all persons engaged in social service or in public-policy activities and careers.

Students who intend to proceed to university and major in anthropology can transfer to UBC, SFU or U.Vic. Those intending to transfer to UBC should take ANT 100, plus one of ANT 111, 112, 130, 140 or 200. This will be considered equivalent to UBC's prerequisite course, Anthropology 200. Students are permitted to take two additional courses in anthropology (to a maximum of 12 credits) for credit with in the department of Anthropology and Sociology at UBC. If further courses are taken, they are transferable to the university, but not within the department.

Students transferring to SFU should note that anthropology and archaeology are divided at that institution. Douglas courses ANT 100, 120, 130, 150, 191 and 200 transfer to the Department of Anthropology and Sociology, while ANT 111, 112, 190 and 210 transfer to the Department of Archaeology. Students wishing to major in anthropology should take ANT 100, while those wishing to take further courses in archaeology should take ANT 111 and 112.

ANT 100, 111, 112 and 120 are normally given in both the Spring and Fall semesters, although not necessarily on each campus. ANT 130, 140, 150, 200 and 210 are not necessarily given each semester. ANT 190 and 191 are field courses, to be given only occasionally and only in the summer.

ANT 100 Social and Cultural Anthropology 3 credits

Course content includes an introduction to the aims and concepts of anthropology; man and culture, cultural evolution, culture and personality, preliterate cultures and institutions.

Prerequisite: None

Lecture: 2 x 2

Transferable

ANT 111 Introduction to Physical Anthropology 3 credits

This course surveys the scope, goals and major discoveries of physical anthropology, dealing particularly with man's biological evolution, primate background and present physical diversity.

Prerequisite: None

Lecture: 2 x 2

Transferable

ANT 112 Introduction to Archaeology 3 credits

This course deals with the goals and techniques of archaeologists investigating the prehistoric past. While examples will be drawn from around the world, the focus will be on the development of culture in the Old World, particularly Europe, from earliest evidence to the beginnings of city life.

Prerequisite: None

Lecture: 2 x 2

Transferable

ANT 120 The Indians of B.C. 3 credits

This course is a study of the native inhabitants of B.C. from the time of historic contact to the present. Emphasis will be placed on both the traditional society, particularly its art form, and on certain problems of contemporary Indian society.

Prerequisite: None

Lecture: 2 x 2

Transferable

ANT 130 The Anthropology of Religion 3 credits

Course content includes an introduction to a comparative study of religious institutions, focusing on several selected ethnographic examples. The role of religion in society and various anthropological approaches to the study of religion will be considered.

Prerequisite: None

Lecture: 2 x 2

Transferable

ANT 140 Culture and the Environment 3 credits

An ecological approach to social organization and social structure is featured in this courses. The influence of the environment upon kinship, and upon religious, political and economic systems is also covered.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable

ANT 150 Anthropology of Women 3 credits

This course applies the concepts of social anthropology to the analysis of the status and roles of women in a number of contrasted cultures and social classes throughout the world.

Prerequisite: None

Lecture: 2 Tutorial: 2

Transferable

ANT 190 Archaeological Field Studies 3 credits

This is a field course in archaeology. Emphasis will be on the techniques of archaeological excavation, but some time will be spent on archaeological theory and the broad pattern of B.C. prehistory. To be offered in the Summer only.

Prerequisite: None

Field experience: 35 hours per week for 6 weeks

Transferable

ANT 191 Anthropological Field Studies 3 credits

This is a field course in cultural anthropology. It is designed to introduce students to the culture and environment of a selected area, its geography, past and present populations and its general ecology.

Prerequisite: ANT 100 or 120

Field experience: equivalent to a minimum of 64 hours

Transferable

ANT 200 Theoretical Perspectives in Social Anthropology**3 credits**

This course entails an examination of the most important contributions made to the development of theories of man and culture by anthropologists in the past and also reviews current trends in the theory and practice of social anthropology.

Prerequisite: ANT 100

Lecture: 2 x 2

Transferable

ANT 210 New World Prehistory**3 credits**

This course applies the principles and concepts of archaeology to a survey of prehistoric New World cultures, with particular emphasis on western and northern North America.

Prerequisite: Either ANT 111 or 112

Lecture: 2 x 2

Transferable

ART-VISUAL

Transfer Information

Students who wish to continue studies in fine arts at UBC will be asked to submit portfolios showing the type of background acquired. They will then be fitted into UBC's program on an individual basis. However, they should be aware of the extremely limited intake at the UBC department. Transfer depends on acceptance of the student's portfolio and on successful completion of the following courses at Douglas:

DOUGLAS COLLEGE COURSES UBC COURSES

ART 100, 110, 130, 131, 140, 141, 142, 263 (any two)

ART 120, 121

ART 164, 200, 210, 230, 310, 330, 400, 410, 411, 430 (any four)

ART 300, 400

ART 122

Fine Arts 181 (3 units)

Fine Arts 125 (3 units)

Fine Arts 281 (6 units)

Fine Arts 201 (1½ units)

Fine Arts (1½ units) unassigned

DOUGLAS-COLLEGE COURSES UNIVERSITY OF VICTORIA

ART 100, 163

ART 120, 121

ART 200, 300

ART 210, 310

ART 131, 231

ART 140, 141, 142

ART 130, 134, 230, 330, 430

ART 122, 222

ART 100 (3 units)
History in Art 120 (3 units)

Art 200 (3 units)

Art 210 (3 units)

Art 220 (3 units)

Art 230 (3 units)

Art 100 level unassigned (3 units)

History in Art 100 level unassigned (3 units)

The following courses are transferable to SFU as unassigned credit: ART 100, 110, 120, 121, 122, 130, 131, 140, 141, 142, 163, 164, 200, 210, 222, 230, 231, 300, 310, 330, 400, 410, 430.

More information on transferability of Douglas courses to UBC may be found in the transfer guide produced by the University.

ART 100 Drawing I**3 credits**

This is an introduction to drawing in all common media, both wet and dry. It includes still-life drawing and basic human anatomy and is a requirement of all first-year students in the art transfer and painting or craft diploma programs. It is a prerequisite for other courses in drawing and painting. May be taken as an elective.

Prerequisite: None

Laboratory: 6

Transferable

ART 110 Painting I**3 credits**

Painting I is an introduction to basic media and methods, including water color, gouache, oil and acrylic point and various grounds such as canvas, board and paper. It also

introduces pictorial composition, required of all first-year students in art transfer and painting or craft diploma programs and is a prerequisite for sequential painting courses.

Prerequisite: or corequisite: ART 100

Laboratory: 6

Transferable

ART 120 History of Western Art to 16th Century**3 credits**

This course provides broad general knowledge and understanding of the history of man as seen through his artistic production from cave art to the Renaissance.

Prerequisite: None

Lecture: 4

Transferable

ART 121 History of Western Art: 16th to 20th Centuries**3 credits**

This course provides broad general knowledge and understanding of the history of man as seen through his artistic production.

Prerequisite: None

Lecture: 4

Transferable

ART 122 History of Western Art: 1900 to 1945**3 credits**

This art course offers a history of 20th Century art forms, with special reference to the principal movements and their exponents.

Prerequisite: None

Lecture: 4

Transferable

ART 130 Ceramics I**2 credits**

Clay is explored as an expressive medium for utilitarian and decorative ends in this course. It includes familiarization with studio tools and equipment, their use and care. The course also covers techniques of hand construction and wheel-work applicable to sculpture and pottery, as well as various glazing and decorating methods. Assignments are directed to individual and class needs. There will be some philosophic enquiries made into the inter-relationship of esthetics and function and the implication of this art experience in terms of our contemporary world. There will be some assigned reading.

Prerequisite: None

Lecture: ½ Laboratory: 2½

Transferable

ART 131 Sculpture Techniques**3 credits**

In this course the use of various sculpture media (including clay and plaster) is explored to provide students with skills and insights in the conception and creation of three-dimensional art.

Prerequisite: None

Laboratory: 5 Lecture: 1

Transferable

ART 134 Glaze Calculation 2 credits
This course explores the use of empirical atomic theory in the calculation of ceramic glazes. Many types of glazes are developed at a variety of temperature ranges.
Prerequisite: None
Laboratory: 2 Lecture: 1
No transfer credit

ART 140 Relief Printmaking 2 credits
In this course printmaking is explored as an expressive medium, commencing with an introduction to materials, studio, tools, and equipment. Some techniques of relief printing is included. Assignments are directed to individual and class needs.

ART 140 Relief Printing 2 credits
In this course printmaking is explored as an expressive medium, commencing with an introduction to materials, studio, tools, and equipment. Some techniques of relief printing. Assignments are directed to individual and class needs are included.
Prerequisite: None
Laboratory: 3 x 1
Transferable

ART 141 Silk Screen Techniques 2 credits
Silk screen is explored in this course as an expressive medium, commencing with tools and equipment. Basic and intermediate techniques are covered by assignments directed to individual and class needs.
Prerequisite: None
Laboratory: 3 x 1
Transferable

ART 142 Intaglio Printmaking 2 credits
This course explores the area of metal plate printing and techniques in drypoint, engraving and etching. Use of specialized equipment is covered throughout the term. Assignment are directed to individual and class needs.
Laboratory: 3
Transferable

ART 163 Fundamental Design Theory 2 credits
Familiarization with fundamental principles of design, with emphasis on their controlled application is the basis for this course. Materials are introduced as elements of design. Assignments are made according to individual and class needs and there will be some assigned reading.
Prerequisite: None
Lecture: ½ Laboratory: 2½
Transferable

ART 164 Fundamental Color Design Theory 2 credits
In this course students learn common and useful color theories with emphasized controlled application, color identification and color characteristics.
Prerequisite: None
Lecture: ½ hr. Laboratory: 2½ hrs.
Transferable

ART 170 Introduction to Weaving 2 credits
Fundamental forms of weaving, with a combination of traditional and contemporary forms of the craft, form the basis of this course. Students pursue projects and techniques using a variety of simple and basic looms.
Prerequisite: None
Laboratory: 2 Lecture: 1
No transfer credit.



ART 171 Introduction to Fabric Arts 2 credits

This course introduces students to structural techniques such as knotting and felting and non-structural or enriching methods such as printing, batik, tie-dyeing and applique. Emphasis is on technique and proper use of equipment.

Prerequisite: None

Laboratory: 2 Lecture: 1

No transfer credit

ART 172 Fabric Art 2 credits

Certain batik techniques such as paste resist, tie and stitch dyeing, dye spraying using paper stencils, fabric collage and stitchery techniques are included in this course.

Prerequisite: None

Laboratory: 3

No transfer credit

ART 173 Introduction to Loom Weaving 2 Credits

Students in this course will be introduced to weaving on four-harness table looms. Theory, sampling and projects will be included. Simple spinning and dyeing of fibres, using ancient and modern methods, will also be explored.

Lecture: 1 Laboratory: 2-3 hrs.

Prerequisite: None

ART 200 Drawing II 3 credits

This course provides an opportunity for further experiments in drawing in all common media, both wet and dry. It includes object drawing, life drawing and a further study of basic human anatomy.

Prerequisite: None

Prerequisite: ART 100

Laboratory: 6

Transferable

ART 210 Painting II 3 credits

Painting II provides further exploration of all common media, including gouache, oil and acrylic paint on various grounds. Students are able to expand their knowledge of pictorial composition.

Prerequisite: ART 110

Laboratory: 6

Transferable

ART 222 History of Western Art: 1945 to Present 3 credits

Twentieth-century art forms are examined in this course, with special reference to principal movements and their exponents.

Prerequisite: ART 122

Lecture: 4

Transferable

ART 223 History of Ceramics: Far Eastern Orient 4 credits

Students will explore the development of ceramic technologies, techniques, form and decoration of the Far Eastern Orient in this course. They will gain insights, understanding and appreciation of the major pertinent cultures and periods which have special interest to the modern ceramist or potter. This course will be a combined lecture and practical studio experience enabling students to assimilate the course content in a practical and meaningful way.

Prerequisite: ART 130 or equivalent

Lecture: 3 Laboratory: 3

ART 230 Ceramics II 2 credits

In Ceramics II clay is further explored as an expressive medium for utilitarian and decorative ends. More defined techniques of hand construction and wheel-work are covered as applicable. Glazing and decorating procedures are emphasized. Derivative design assignments enable students to gain fresh insights in ceramic form and applied design.

Prerequisite: ART 130

Laboratory: 3

Transferable

ART 231 Figure Sculpture 3 credits

This is a course in clay modelling, principally from the human figure. Casting techniques are included to provide students with skills and insights to the conception and creation of three-dimensional art.

Prerequisite: ART 131

Laboratory: 2 x 3

Transferable

ART 263 Foundations of Design 3 credits

Foundations of Design provides basic instruction in techniques of composition, using principles of design such as balance, harmony and basic color use. Designs and projects are related to natural forms and shapes. Students relate their work to themselves and to their present experience and environment.

Prerequisite: ART 163 or 164

Laboratory: 6

Transferable

ART 300 Drawing III 3 credits

Further exploration of drawing in all common media, both wet and dry is the main focus of Drawing III. This course includes drawing, life drawing and continued study of basic human anatomy.

Prerequisite: ART 200

Laboratory: 2 x 3

Transferable

ART 310 Painting III 3 credits

Painting III is a further exploration of all common media, including gouache and oil and acrylic paint on various grounds. This course enables the students to expand their knowledge of pictorial composition.

Prerequisite: ART 210

Laboratory: 6

Transferable

ART 330 Ceramics III 2 credits

Ceramics III is a continuation of the exploration of ceramic techniques, decorative methods, materials and design in greater depth.

Prerequisite: ART 230

Lecture: ½ Laboratory: 2½

Transferable

ART 363 Design 3 credits

This course is concerned with further rediscovery and development of capacities for constant lively perception through study and use of the visual structure of objects and materials and the application of design principles applied to them.

Prerequisite: ART 263

Laboratory: 5 Lecture: 1

No transfer credit

ART 400 Drawing IV 3 credits

Drawing IV is a further exploration in drawing in all common media, both wet and dry. It includes object drawing, life drawing and continued study of basic human anatomy.

Prerequisite: ART 300

Laboratory: 6

Transferable

ART 430 Ceramics IV 2 credits

This course is a continuation of the exploration of ceramic techniques, decorative methods, materials and design in greater depth.

Prerequisite: ART 330

Lecture: ½ Laboratory: 2½

Transferable

BIOLOGY

The biology laboratory is operated on an open audio-tutorial system. Students taking a biology course should plan to spend five hours each week in the laboratory, but not necessarily at one time. They may spend one hour at a time in the laboratory to complete their requirement, and, when timetabling, should see that this time is made available. The times during which the laboratory will be open are posted at the entrance of each laboratory.

Those intending to transfer to a major or honors program in biology should take the following courses in first year.

SEMESTER I	SEMESTER II
BIO 110	BIO 210
CHE 110	CHE 210
MAT 120	MAT 220, 131
PHY 110	PHY 210

SEMESTER III	SEMESTER IV
Chemistry 320	Chemistry 420

Students may take in any sequence, subject to the courses being offered, BIO 320, 321, 322, and 323. Those intending to transfer to third year at SFU or UBC with a biology major are advised to take at least two, and preferably all, of the above courses along with enough electives to accumulate 60 semester credits.*

Students who require biology as a prerequisite to a professional school should consult the appropriate school's calendar or a counsellor.

*Please consult calendar and transfer guide for the university to which you plan to transfer to choose appropriate electives.

BIO 103 Human Biology I **3 credits**
Human Biology is an introduction to the study of anatomy and physiology of humans. The levels of organization in the human body are studied as well as the anatomy and physiology of the skeletal, muscular, circulatory and reproductive systems. The development of the human is studied from fertilization to delivery.
Prerequisite: None
Laboratory: 3 Seminar: 2
No transfer credit

BIO 110 Principles of Biology: The Biosphere **5 credits**
This course is a study of life from the interaction of living organisms with one another and their physical environment to the anatomy and physiology of the individual.
Prerequisite: None
Laboratory: 5 Seminar: 2
Transferable to UBC

BIO 203 Human Biology II **3 credits**
Human Biology II is a continued study of the anatomy and physiology of humans. The anatomy and physiology of the respiratory, digestive, excretory, nervous and endocrine systems are studied in addition to the nutrition of humans.
Prerequisite: BIO 103
Laboratory: 3 Seminar: 2
No transfer credit

BIO 210 Principles of Biology: The Organism **5 credits**
A study of life from the development of individual organisms to the structure and function of the cell.
Prerequisite: BIO 110 or permission of instructor
Laboratory: 5 Seminar: 2
Transferable

BIO 320 Genetics **5 credits**
The principles of heredity: transmission, exchange, mutation and functioning of genetic material are covered in this course.
Prerequisites: BIO 110 and BIO 210, or permission of instructor
Laboratory: 3 Seminar: 2 Tutorial: 2
Transferable

BIO 321 Cell Biology **5 credits**
Cell Biology studies the ultrastructure and biochemistry of the cell.
Prerequisites: BIO 110 and BIO 210, or permission of instructor
Laboratory: 5 Seminar: 2
Transferable

BIO 322 Ecology **5 credits**
Ecology covers the study of the interaction of organisms and their environment.
Prerequisites: BIO 110 and BIO 210, or permission of instructor
Laboratory: 5 Seminar: 2
Transferable

BIO 323 Developmental Biology **5 credits**
This course is a study of the processes of growth and development in plants and animals. It includes life cycles of organisms, processes in early development of plants and animals, regeneration and the evolutionary aspects of development.
Prerequisites: BIO 110 and BIO 210, or permission of instructor
Laboratory: 5 Seminar: 2
Transferable

BOOKKEEPING CERTIFICATE PROGRAM

—SEE BUSINESS

"OFFICE ADMINISTRATION"

BUSINESS

BUS 100 Business In Canada 3 credits

Business In Canada is a survey of the Canadian business scene: classification of business organizations and functional structures such as management, administration personnel, production and marketing.

Prerequisites: None
Lecture: 3 Seminar: 1
No transfer credit

BUS 111 Small Business Management 3 credits

This course is for the person who will face the problems of running a business and of filling the roles of office manager, stockkeeper, salesman and personnel manager. It examines day-to-day administration and over-all organization of the business entity (proprietorship, partnership, limited company).

Offered on sufficient demand.
Prerequisite: None
Lecture: 2 Seminar: 2
No transfer credit

BUS 160 Social Housing—Purpose, Environment & Issues 1½ credits

This is a comprehensive view of the evolution, development and current state of social housing and the major problems and challenges posed for management.

Offered on sufficient demand
Prerequisite: By permission
Lecture: 1 Seminar: 1
No transfer credit

BUS 161 Social Housing — Management Functions & Techniques 1½ credits

Basic management functions and their applications to social housing with consideration of selected management models are covered in this course.

Offered on sufficient demand
Prerequisite: BUS 160
Lecture: 1 Seminar: 1
No transfer credit

BUS 162 Housing Management — Human Relation & Organizational Communications 3 credits

This course focuses on the complexities of interpersonal and group relations and the problems of human communications within the tenant/management context and fundamentals of written communications.

Prerequisite: By permission
Lecture: 2
No transfer credit

BUS 163 Housing Management—Financial Systems & Procedures 1½ credits

This course covers basic techniques and principles of

Basic tools of financial management are considered as planning and controlling devices for housing management in this course.

Prerequisite: By permission
Lecture: 2
No transfer credit

BUS 164 Housing Management — Administrative Systems & Procedures 1½ credits

This course covers basic techniques and principles of

efficient office administration, including methods of processing data, flow charting and computer systems and applications, as related to housing management.

Prerequisite: By permission
Lecture: 2
No transfer credit

BUS 170 Office Systems and Equipment 3 credits

Methods of processing data through a business firm, the equipment commonly used and the design of business forms are featured in this course.

Prerequisite: None
Lecture: 2 Laboratory: 2
No transfer credit

BUS 171 Basic Typewriting 3 credits

Basic Typewriting is an individual, self-taught learning program designed to help students to develop the skill of touch typewriting to a speed of about 30 w.p.m. at their own pace.

Prerequisite: None
Lecture: 2 Laboratory: 2
Laboratory: 3 Student Directed Learning: 3
No transfer credit

BUS 200 Fundamentals of Business 3 credits

This is an introduction to modern business: basic concepts and techniques of organization, focus on business problems and situations in extractive process, manufacturing, and service industries. The emphasis is on managerial analysis and decision-making. It involves student participation of a research, analytical and evaluative nature.

Fall and summer semesters
Prerequisite: None
Lecture: 2 Seminar: 2
Transferable

BUS 201 The Business Profession—Seminar 1½ credits

This seminar course brings professional businessmen face-to-face with students in a series of weekly meetings. Diverse business fields (e.g. forest products, mining, transportation, retailing) and many executive functions (e.g. marketing, finance, sales, personnel) are represented. Professional problems, goals, decision processes and strategies are discussed by the practitioners.

Prerequisite: None
Lecture: 4
No transfer credit

BUS 112 Business Procedures for Interior Design 3 credits

This course involves an examination of cost and time controls and procedures used in the interior design industry.

Prerequisite: None
Lecture: 2 Seminar: 2
No transfer credit

BUS 121 Real Estate Law and Conveyancing 3 credits

This course has been designed to upgrade the skills of para-legal employees in regard to the practice of land law, the land registry system of B.C. and the preparation of documents.

Prerequisite: None
Lecture: 1 Seminar: 1
No transfer credit

BUS 210 Management Essentials 3 credits
Managerial principles and methods, allocation of priorities to company's objectives and responsibilities, framing of policy, tasks of planning, organizing, staffing, and controlling the work of others to achieve objectives are all covered in this course. Particular attention is given to quantitative methods as managerial tools.
Prerequisite: Second semester standing or permission of instructor.
Lecture: 4
Transferable to SFU

BUS 221 Corporate Records 3 credits
Corporate Records provides a general review of the nature of a corporation and the B.C. Companies Act, including a brief but relevant historical background. This is a more detailed examination of incorporation documents including post incorporation and matters connected therewith.
Offered on sufficient demand
Prerequisite: None
Lecture: 2 Seminar: 2
No transfer credit

BUS 260 Housing Management—Legal Aspects 3 credits
This course covers the basic principles of law relating to housing management and landlord-tenant relations with an examination of pertinent statutes.
Prerequisite: By permission
Lecture: 2 Seminar: 2
No transfer credit

BUS 261 Housing Management—Supervisory Techniques 1½ credits
Basic techniques of effective supervision of housing project employees are covered in this course, as well as the study of the application of a collective agreement.
Offered on sufficient demand
Prerequisite: By permission
Lecture: 1 Seminar: 1
No transfer credit

BUS 262 Housing Management — Maintenance Systems & Procedures 1½ credits
This course outlines the basic routine and preventative physical maintenance systems, including consideration of fire and safety procedures, purchasing and inventory control.
Prerequisite: By permission
Lecture: 1 Laboratory: 1
No transfer credit

BUS 270 Office Systems Analysis 1½ credits
Office Systems Analysis covers the inter-relationship of basic business functions and an introduction to the organization and methods approach to the study and design of office systems. Subjects such as data collection, office layout, process charting and evaluation of equipment will be included. Students will design and document one complete office system.
Prerequisite: BUS 170 or by permission
Lecture: 2 Laboratory: 1
No transfer credit

BUS 271 Advanced Typewriting 3 credits
Advanced Typewriting is a continuation of typing training with emphasis on increasing speed and accuracy. Students become proficient in typing more complex materials and assignments.
Prerequisite: BUS 171
Laboratory: 3 Student Directed Learning: 3
No transfer credit

BUS 320 Business Law I 3 credits
A general review of the meaning, sources and administration of commercial law, plus a more detailed

examination of the law of contract with particular reference to business situations, are all covered in Business Law I.
Prerequisite: None
Lecture: 2 Seminar: 2
Transferable to CGA and RIA

BUS 330 Business Mathematics 3 credits
This course covers basic computation and algebra, as well as mathematics of finance such as interest, discounts, annuities and elementary probability theory.
Prerequisite: B.C. Math 11 or MAT 102
Lecture: 4
Transferable to CGA and RIA

BUS 335 Business Probability & Statistics 3 credits
This course introduces students to statistics and their application in the business world. Topics covered will include: measurements of central tendency and variability; the rules of probability; probability distributions such as the binomial, poisson and normal; sampling; estimation and Hypothesis testing.
Prerequisite: BUS Math 330 or permission of instructor
Lecture: 3
Seminar: 1
Transferable

BUS 340 Business Finance 3 credits
This course outlines the function of finance in business: management of assets and the need for funds, analysis of past financing and future funding needs, short-term and long-term funding analysis and decision-making. It involves student participation of an analytical and evaluative nature.
Prerequisite: ACC 100 or 110
Lecture: 4
Transferable to C.G.A. (If BUS 330 is completed as well).

BUS 341 Personal and Consumer Finance 3 credits
An introduction to planning and decision-making techniques to serve short-term and long-term personal financial objectives are covered in this course. Emphasis is on budgeting, effective use of credit, investments, estate planning and methods of pertinent financial calculations.
Prerequisite: None
Lecture: 4
No transfer credit

BUS 350 Personnel Practices and Administration 3 credits
This course is for students with little or no experience in a supervisory business or industrial setting. Attention is directed to problems involved in the maintenance of an efficient work force: human behavior in organizations, personnel programming, job analysis and evaluation, wage and salary administration, personnel recruitment and development, evaluation procedures and fringe benefits.
Prerequisite: None
Lecture: 4
Transferable to RIA

BUS 420 Business Law II 3 credits
Business Law II is a study of legislation on taxation, labour relations, combines, monopolies, insurance negotiable instruments, banks and other financial institutions.
Spring semester
Prerequisite: BUS 320
Lecture: 4
Transferable to CGA and RIA (with BUS 320)

BUS 430 Business Statistics 3 credits
This course gives an introduction to business statistics, directed to the following topics: statistical collection and presentation of data, central tendencies, dispersions, simple regression, correlation, frequency distributions, probability and normal distributions, inference and forecasting, time series. Sampling and sampling distributions, quality

control, decision-making, estimation, tests of hypotheses, problems of prediction, planning business research, elementary operations research, Monte Carlo method, and Chi-square are also covered.

Prerequisite: BUS 330

Lecture: 4

Transferable to CGA and RIA

BUS 440 Security Analysis and Investment 3 credits

Techniques of security and investment risk analysis, including examination of functions and operations of security markets, their methods of price determination and essentials of portfolio growth and management are outlined in this course.

Prerequisite: BUS 340 or permission of instructor

Lecture: 2 Seminar: 2

No transfer credit

BUS 441 Money and Financial Institutions 3 credits

This course offers an introduction to the process of financial intermediation, including the role of money and money substitutes; money supply and creation of credit; functions and practices of chartered banks, non-bank financial institutions, and the Bank of Canada; regulation of the banking system and determination of interest rates.

Prerequisite: BUS 340 or permission of instructor

Lecture: 4

No transfer credit

BUS 442 Credit and Collections 1½ credits

Credit and Collections covers basic consumer and commercial credit management, including a study of the role of credit, federal and provincial legislation governing credit transactions, types of credit instruments, credit policy and control and collection techniques.

Prerequisite: None

Lecture: 2

No transfer credit

BUS 450 Supervisory Management 3 credits

This course is designed to give both first-level and

second-level supervisors in industry, commerce and social agencies a broader understanding of the theory and practice of fundamentals of supervision and of the supervisor's responsibilities as a leader, implementer of ideas, co-worker, subordinate and mediator.

Prerequisite: None

Lecture: 4

No transfer credit

BUS 451 Industrial Relations 3 credits

Industrial Relations surveys the Canadian labour scene: the impact of trade unions on industry and commerce, union objectives, employer organizations and labour unions as institutions, existing labor legislation and trends, collective bargaining and labor-management relations, mediation and arbitration. The course is largely directed to current events, particularly in B.C.

Prerequisite: None

Lecture: 4

No transfer credit

BUS 445 Personnel Management 3 credits

Personnel Management offers an analytical approach to the application of organizational theory and to the evaluation of the personnel process—including an examination of factors and influences affecting policies and organizational effectiveness. An appraisal of current practices, current research and future trends is also done.

Prerequisite: BUS 350

Lecture: 2 Seminar: 2

No transfer credit

BUS 470 Business Simulation 1½ credits

Business Simulation is a business-management computer simulation game that enables students to make period-by-period operating and planning decisions in a competitive environment, covering the major functional areas of production, marketing, personnel and finance.

Prerequisite: Fourth-semester standing

Laboratory: 2

No transfer credit

BUSINESS-OFFICE ADMINISTRATION

[Please note: Curriculum and credits are subject to revision]

BUS 010 Basic Typewriting 3 credits

Basic Typewriting develops the skill of touch typing to a speed of approximately 30 w.p.m. This is an individual, self-taught, learning program designed to allow students to learn typewriting at their own pace.

Prerequisite: None

No transfer credit

BUS 011 Bookkeeping I 3 credits

This four-part course is designed to give students a thorough understanding of accounts receivable, accounts payable, payroll, cash control and banking.

Prerequisite: None

No transfer credit

BUS 012 Business English 6 credits

Business English is designed to develop students' skills in business communication.

Prerequisite: None

No transfer credit

BUS 013 Mathematics and Business Machines 6 credits

This course is an introduction to business mathematics and its application to solving problems in a business firm. Students will learn to use electronic calculators and a variety of other small office machines.

Prerequisite: None

No transfer credit

BUS 014 Office Procedures 3 credits

This course is an introduction to the function and design of office systems.

Prerequisite: None

No transfer credit

BUS 020 Advanced Typewriting 3 credits

This course is a continuation of typing training with emphasis on increasing speed and accuracy. Students become proficient in typing more complex materials and assignments.

Prerequisite: BUS 010

No transfer credit

BUS 021 Bookkeeping II 6 credits

This course is designed to give students an understanding of what is required of a bookkeeper in maintaining day-to-day records for a business. Individualized instruction allows students to progress at their own pace.

Prerequisite: BUS 011

No transfer credit

BUS 030 Forkner Shorthand 3 credits

This course gives an introduction to the system of Forkner Shorthand, which is a scientific combination of longhand letters and a few symbols which form a system of rapid writing.

Prerequisite: BUS 010

No transfer credit

CHAIRSIDE DENTAL ASSISTING-BASIC

CDA 110 Basic and Dental Sciences

This 135-hour course presents the theory related to Anatomy of the Head and Neck, Dentition, Histology, Pharmacology, Microbiology, Nutrition, Pathology and the theory and clinical practice related to Radiology.

Prerequisites: Students must have been employed in a dental office one year in the past three and must be employed in a dental office throughout this course. Students must pass the threshold requirements specified for the program and must pass a clinical evaluation.

Lecture: 1.55 Lab: .75 Seminar: .30

No transfer credit

CDA 105 Chairside Dental Assisting/Dental Materials

In this 33-hour course students will learn clinical procedures and chairside dental assisting techniques and learn how to manipulate and maintain clinical dental materials.

Prerequisites: CDA 110

Lecture: 2 Laboratory: 2

No transfer credit

CDA 106 Dental Specialties

This 45-hour course presents the theory related to the six specialty areas of Dentistry: Pedodontics, Oral Surgery, Endodontics, Periodontics, Orthodontics and Prosthodontics.

Prerequisites: CDA 110 and CDA 105

Lecture: 2 Laboratory: 2

No transfer credit

CDA 130 Business Skills in the Dental Practice

In this 30-hour course students will apply the principles of dental practice management and develop an understanding of office management techniques. Students will also perform accounting and banking procedures.

Prerequisites: CDA 110, CDA 105, CDA 106

Lecture: 2 Laboratory: 2

No transfer credit

CDA 163 Pre-Clinical Intra-Oral

This three-week full-time course presents the theory and laboratory practice related to the performance of specific intra-oral procedures as designated by the Dental Act of B.C.

Prerequisites: CDA 110, CDA 105, CDA 106, CDA 130

Lecture: 7½ Laboratory: 8 Seminar: 5½

No transfer credit

CDA 164 Clinical Intra-Oral

This one-week full-time course provides an opportunity for the practical implementation of skills learned in the pre-clinical phase of the intra-oral program. Students will provide specific preventive/treatment procedures for patients in the clinical setting.

Prerequisites: CDA 110, CDA 105, CDA 106, CDA 130, CDA 163

Laboratory: 2 Seminar: 3 Clinical Practice: 30

No transfer credit

CHEMISTRY

The chemistry department offers a pre-college course CHE 104 and first-year university transfer courses to UBC, SFU and UVic, CHE 105, CHE 110 and CHE 210.

Students intending to transfer into the second year of a university program are advised to refer to the appropriate university calendar for the specific course requirements. To obtain credit for the first year in the Faculty of Science at UBC, the following courses are required: CHE 110 and 210, PHY 110 and 210 (or PHY 100 and 200) and MAT 120, 220 and 131. (Some optional courses are also required to complete the first year.

Mathematics is a requirement in many university programs and most chemistry courses offered at the college require mathematics prerequisites. For this reason, students are advised to carefully consider the sequence of math and chemistry courses taken. The following sequence is suggested to permit students to progress smoothly through chemistry and mathematics in the minimum number of semesters. Students should start at the level consistent with their previous experience.

- Students with no previous chemistry and little mathematics should take CHE 104 and MAT 103.
- Students with Chemistry 11 and Math 11 (or the courses in (a) above) should take CHE 105 and MAT 112.
- Students with Chemistry 12 and Math 12 (or the courses in (b) above) should take the following:
Semester 1CHE 110 and MAT 120
Semester 2CHE 210 and MAT 220
- Students may take their third and fourth semesters of chemistry at Douglas College. These transfer as second-year university courses, e.g. CHE 320 and CHE 420 transfer as UBC Chemistry 230.

Note: We also offer the honors option CHE 321 and 421.

With respect to the physical-inorganic courses, the universities have reserved the right to grant honors or majors standing on the basis of individual performance, together with the recommendation from the appropriate faculty. The following is a possible arrangement:
Semester 3.....CHE 310; CHE 320 or 321; MAT 321
Semester 4.....CHE 410; CHE 420 or 421; MAT 421

CHE 104 Preparation for General Chemistry 4 credits

This course is a basic introduction to chemistry and is intended for students with little or no background in chemistry. Topics will include: exponential notation, significant figures, dimensional analysis, metric system, density, symbols, chemical formulae and equations, percentage composition and simplest formula, atomic mass, mole concept, stoichiometry, solutions, molarity, classification of matter, periodic table and some descriptive chemistry.

Prerequisite: None

Lecture: 4 Laboratory: 2

No transfer credit

CHE 105 Introduction to General Chemistry 5 credits

This course quickly reviews the content of CHE 104 and then continues with the study of the following topics: atomic structure, atoms and molecules, solids, liquids and gases, solutions, acids and bases, chemical equilibria, oxidation and reduction and an introduction to electrochemistry.

Prerequisites: CHE 104 (or Chemistry 11 or SCI 106 with A or B) and MAT 103 (or Mathematics 11)

Lecture: 4 Laboratory: 3

Transferable

CHE 110 The Structure of Matter 5 credits

This course offers a brief review of stoichiometry, gases and the treatment of experimental data, the modern view of atomic structure, nuclear chemistry, theories of bonding and molecular structure, organic chemistry, properties and reactions of the major functional groups and isomerism.

Prerequisites: CHE 105 or Chem 12 and Algebra 11

Lecture: 4 Laboratory: 3

Transferable

CHE 210 Chemical Energetics and Dynamics 5 credits

Topics in this course include solids, a review of redox reactions, electrochemistry, the laws of thermodynamics, equilibrium, acids and bases, ionic equilibria and chemical kinetics.

Prerequisites: CHE 110 plus MAT 120

Lecture: 4 Laboratory: 3

Transferable

CHE 310 Physical Chemistry 5 credits

Physical Chemistry is an introduction to chemical thermodynamics. Topics include the first law of thermodynamics and thermochemistry, entropy, free energy, chemical equilibrium in molecular systems, electrochemistry and applications to biology. Laboratory stresses physical methods in inorganic chemistry.

Prerequisites: CHE 210 or CHE 105 and CHE 110 (A or B Grade), plus MAT 120

Lecture: 4 Laboratory: 1 x 3

CHE 320 Organic Chemistry I 5 credits

This is a general Organic Chemistry course. Topics include the fundamental aspects of modern organic chemistry as illustrated by the structure, properties and reactions of alkanes, cycloalkanes, alkenes, alkynes, arenes, halogen compounds, alcohols, ethers, carboxylic acids, aldehydes and ketones. Stereochemistry, aromaticity and electrophile aromatic substitution and spectroscopy are also included.

Prerequisites: CHE 105 and CHE 110

Lecture: 4 Laboratory: 3

Transferable

CHE 321 Organic Chemistry I 5 credits

This course deals with the fundamental principles of modern organic chemistry and includes the structure, properties and reactions of all common functional groups. Emphasis will be placed on the mechanism and physical aspects of the science. This course is for prospective Honors and majors students in science.

Prerequisite: CHE 210

Lecture: 4 Tutorial: 1 Laboratory: 3

Transferable

CHE 420 Organic Chemistry II 5 credits

This course is a continuation of CHE 320. Topics include the fundamental aspects of modern organic chemistry as illustrated by the structure, properties and reactions of functional groups such as aldehydes, ketones and the derivatives, amines and diazonium compounds and bifunctional compounds, followed by an introduction to the chemistry of fatty carbohydrates and proteins.

Prerequisites: CHE 320

Lecture: 4 Laboratory: 3

Transferable

CHE 421 Organic Chemistry III 5 credits

This is a continuation of CHE 321 and deals with such topics as carbanions, amines, unsaturated carbonyl compounds, neighboring group effects and heterocyclic compounds. Fats, carbohydrates and protein will also be treated.

Prerequisites: CHE 321

Lecture: 4 Tutorial: 1 Laboratory: 3

Transferable

CHE 410 Physical-Inorganic Chemistry 5 credits

Chemical kinetics, reaction rate theories, enzyme-catalyzed reactions, phase equilibria in one and two component systems, coordination chemistry; properties, bonding, structure and reactions of coordination compounds are covered in this course.

Prerequisite: CHE 310

Lecture: 4 Laboratory: 3

Transferable

CHILD CARE WORKER-SEE HUMAN SERVICES

COMMERCE AND ECONOMICS

Students interested in progressing to UBC to take a degree in commerce or a degree majoring in economics, those who intend to continue at SFU toward a degree majoring in economics, and those who intend to continue at SFU toward a degree majoring in economics and commerce, should apply to the Douglas College Business and Administration division or to the Counselling Centre.

Both universities recommend that such students take two years at Douglas College and enter university in their third year. Transfer credits have been arranged with these universities to cover the first two years of all commerce and economics programs. In this respect, the following Douglas College Accounting, Business, Economics and Electronic Data Processing courses are transferable.

ACC 110 Principles of Accounting

ACC 210 Principles of Accounting

BUS 200 Fundamentals of Business
 ECO 101 The Canadian Economy
 ECO 110 Economic History
 ECO 111 Economic History of Canada
 ECO 201 Issues in Economic Development
 ECO 210 Economic History
 ECO 311 Principles of Macro Economics
 ECO 411 Principles of Micro Economics
 EDP 100 Electronic Data Processing

Students are referred to the transfer guide produced by each university.

NOTE: Students interested in transferring courses to the faculty of Commerce at UBC should be aware that the pre-commerce year must be completed before transfer credit will be granted for first year Commerce courses.

COMMUNICATIONS—SEE ENGLISH

COMMUNITY SERVICE WORKER -SEE HUMAN SERVICES

CONSTRUCTION MANAGEMENT

CON 120 Construction Materials and Applications [I]

3 credits

The planning, estimating and supervising of a construction project requires detailed knowledge of materials, their characteristics and how they are used. This course examines composition and application of soils, concrete, masonry and metals (Division 1 to 5 of the Uniform Construction Index).

Prerequisite: None

Lecture: 2 Lab.: 1 Seminar: 1

No transfer credit

CON 130 Drafting

3 credits

This course includes the basic skills of drafting, such as freehand sketching, use of drafting equipment, relationship of isometric (oblique) to orthographic drafting, drawing layouts, lettering and titling, dimensioning, sections and ancillary views and preparation of working drawings.

Prerequisite: None

Lecture: 1 Laboratory: 3

No transfer credit

CON 140 Construction Science

3 credits

Construction Science relates some of the physical laws to practical construction applications. Emphasis is placed on elasticity, temperature, heat, heat transfer and insulation, humidity, thermodynamics, sound and sound insulation, electricity and illumination.

Prerequisite: B.C. Physics 11 or permission of instructor

Lecture: 3 Tutorial: 2

Transferable to BCIT

CON 150 Construction Calculations

3 credits

This course aims at increasing mathematical skills to the degree where students are capable of carrying out calculations required during management of a construction job. It includes handling of desk calculators, applied trigonometry, vectors, logarithms and equation-solving.

Prerequisite: Mathematics 11 or permission of instructor

Lecture: 3 Tutorial: 2

No transfer credit

CON 170 Safety on the Project [Accident Prevention] Optional

2 credits

This course familiarizes students with safety hazards and safety procedures on the construction project and with the "Accident Prevention Regulations" of the Workers' Compensation Board. Legal consequences of negligence, the status of the Workers' Compensation Board and assessment principles for the construction industry are discussed.

Prerequisite: None

Lecture: 2 Seminar: 1

No transfer credit

CON 220 Construction Materials and Applications [II]

3 credits

A continuation of CON 120, this course examines composition and use of wood, plastics, thermal and weather protecting materials, doors & windows, exterior and interior finishes and special materials in the construction industry (Divisions 6 to 16 of the Uniform Construction Index).

Prerequisite: CON 120 or instructor's permission

Lecture: 2 Laboratory: 1 Seminar: 1

No transfer credit

CON 230 Construction Blueprint Reading

3 credits

This course relates principles and processes taught in CON 130 to construction blueprint reading. Students will learn blueprints and specifications so that they will be able to carry out operations needed in quantity take-off, estimating and related fields.

Prerequisite: CON 130 or permission of instructor

Lecture: 2 x 2

No transfer credit

CON 240 Construction Science

3 credits

Construction Science defines some of the laws that describe the physical phenomena around us: forces and vectors, statics, moments and centre of gravity, power and energy, hydro statics and hydro dynamics.

Prerequisite: CON 150 or permission of instructor

Lecture: 3 Tutorial: 2

Transferable to BCIT

CON 300 Construction Management

3 credits

This course applies managerial principles and practices taught in BUS 210 to managing construction firms. It explains how greater efficiency and profits may be obtained through careful planning, scheduling and control operations. The course defines company policies and standard procedures, cost control tools and other matters and explains the activities and principles used in running a construction project.

Prerequisite: BUS 210

Lecture: 3 Seminar: 1

No transfer credit

CON 301 Construction Law and Labour Relations

3 credits

The first part of this course presents aspects of business law which apply directly to construction activity. It includes those principles of common law which govern all forms of

contract and certain statutory laws, such as the Mechanics' Lien Act. The second part deals with both the legal and organizational framework within which labour-management relations are conducted. This part also examines the major factors, both internal and external, which have an impact on labour relations within the B.C. construction industry.

Prerequisite: None

Lecture: 3 Seminar: 1

No transfer credit

CON 320 Strength and Design

3 credits

This course introduces basic concepts involved in designing structural members and their relationship in a structure. It also presents an introduction to strength of materials, using a few basic analyses and design formulae. It examines the utility of design tables commonly used to perform structural design and explains criteria of building stability and safety.

Prerequisites: CON 150 and CON 240

Lecture: 2

Tutorial: 2

No transfer credit

CON 321 Construction [Urban]

Geology [Optional]

3 credits

A study of geologic factors, such as types of soils and their suitability for construction and for sewage disposal systems, reading and understanding of soil tests, groundwater, slope stabilities, suitability of building stones as they affect urban construction are all covered in this course.

Prerequisites: CON 220, or instructor's permission

Lecture: 2 Seminar: 2

No transfer credit

CON 330 Building Code, Permits, Inspections

3 credits

This course is aimed at providing students with a basic understanding of the National Building Code, as applied to the structural, fire and health safety of a building. Students will acquire a basic understanding of the requirements of local authorities, building permits and inspections.

Prerequisite: CON 220, or enrolment in the Construction Management Certificate Program

Lecture: 2

Seminar: 1

No transfer credit

CON 360 Construction Estimating I

3 credits

Fundamentals of building construction estimating (quantity take-off), use of estimating sheets and quantity take-off techniques are outlined in this course. The course integrates knowledge and understanding gained during the first two semesters of the Construction Management Program.

Prerequisites: CON 220 and CON 230, or enrolment in Construction Management Certificate Program, or employment in or experience with the construction industry.

Lecture: 2 Tutorial: 2

No transfer credit

CON 390 Construction Surveying

3 credits

Construction Surveying covers the elements of plane surveying and includes the use of surveying instruments, distance measurement, differential levelling, simple traverses, construction surveying, surveying notes and

office computations. It is designed to familiarize students with concepts of field surveying, rather than to qualify them as surveyors.

Corequisite: CON 150 or enrolment in Construction Management Certificate Program

Lecture: 2 Tutorial: 3

No transfer credit

CON 440 Construction Accounting and Finance

3 credits

This course examines the basic framework of an accounting system and then fits the peculiar requirements of the construction industry into the basic framework. It includes: preparation and analyses of financial statements, accounting for tax purposes, cash planning and cash flow analysis, credit management, dealing with sureties and bankers, equipment accounting and cost control.

Prerequisite: BUS 210

Lecture: 2 Tutorial: 2

No transfer credit

CON 460 Construction Estimating II

3 credits

This course applies the quantity take-off principles taught in CON 360 to the estimating of material cost, miscellaneous cost, labour cost and the overhead and profit allowances for complete construction projects.

Prerequisite: CON 360

Lecture: 1

Tutorial: 3

No transfer credit

CON 491 Structure Types

3 credits

This course studies different techniques and combinations of materials used in structures for various construction projects. The course is based on principles taught in previous technical courses of the Construction Management Program.

Prerequisites: CON 230 or experience in the construction industry

Corequisite: CON 360

Lecture: 3 Seminar: 1

No transfer credit

CON 492 Construction Scheduling

3 credits

Construction scheduling methods in general and the use of critical path methods (CPM), scheduling, symbols and activities of CPM are outlined in this course.

Prerequisite: None

Lecture: 2 Tutorial: 2

No transfer credit

CON 493 Construction Contract Management

3 credits

This course introduces students to the concept of contracts, construction bonds and insurances and tendering procedures. It shows the interrelationship and activities of all parties involved in preparing and executing construction contracts. General Conditions of a contract are examined in detail. The nature of "Management Contracts" and the administration of construction and management contracts are also discussed.

Prerequisite: CON 300 or instructor's permission

Lecture: 3 Seminar: 1

No transfer credit

CRIMINOLOGY AND CRIMINAL JUSTICE

Criminology Transfer to Simon Fraser University

A few courses in this program carry different transfer status that what is shown in this calendar if take prior to Fall 1978. Students who intend to transfer old courses along with newer ones should consult the faculty at SFU or Douglas College to plan the best choice of courses.

CJS 101 Probation and Parole

3 credits

This course explains the origins and philosophy of probation and parole. The role of probation and parole in the law enforcement process is examined. Developments such as "half-way houses", "day parole" and "work release" are studied. Controversial programs such as preventive

detention, conjugal visits and mandatory parole are also examined.

Prerequisite: None
Lecture: 2 Seminar: 2
No transfer credit

CJS 103 Police Community Relations 3 credits
This course will further the understanding, attitudes, skills and knowledge of members of police forces concerning their leadership roles in the community; further their understanding of ways to communicate the functions of law enforcement to the citizens and explore methods of coping with persons under stress in today's complex environment. Techniques that may be used to allay suspicions and hostilities that uniformed law enforcement officers and certain members of sub-groups in society are alleged to have toward each other, will be discussed.

Prerequisite: None
Lecture: 4
No transfer credit

CJS 107 Community Agencies 3 credits
This course is designed to provide practical knowledge for those who are, or will be, employed in the justice system. It will be useful for anyone employed in prevention, policing, probation, institutions, parole and after-care. The course will deal with the methods of determining the requirements of the service recipients, determining the appropriate community agencies and the techniques of referrals.

Prerequisite: None
Lecture: 2 Seminar: 2
No transfer credit

CJS 112 Basic Criminalistics 3 credits
This course is an introduction to scientific crime analysis which will allow students to better understand how to deal effectively with crime scenes. Methods of criminalistics will be covered, including their capabilities and limitations. Applications of theory to the analysis of fingerprints, ballistics, glass, hair and fibres, blood, photographs, and documents are also studied. The course is designed for line personnel, not for laboratory workers.

Prerequisites: None
Lecture: 3 Seminar: 1
No transfer credit

CJS 120 Dynamics of Behaviour—Corrections 1 credit
This course is part of the social sciences program offered expressly to correctional personnel, usually in their Correctional Staff College.

Prerequisite: None
Corequisite: Must be employed by the sponsoring correctional agency
No transfer credit

CJS 121 Theories of Criminality 1 credit
This course includes some history of law enforcement in Canada. Emphasis is placed on examining the social pressures and societal factors that generate changes in policing.

Prerequisite: None
Corequisite: Must be training at the B.C. Police Academy
Lectures and seminars total 20 hours over several weeks
No transfer credit

CJS 140 Interviewing 3 credits
This course focuses on the dynamics of interpersonal relationships which may be incorporated into interviewing situations. Attention is given to verbal and nonverbal communication, feedback, barriers to effective interviewing and structures and functions of various types of interviews. A framework which can be used to evaluate the effectiveness of interviewing occurrences is discussed. Practical classroom experience is gained through involvement in role playing, small group discussion, case analysis and actual interviewing.

Prerequisite: None
Lecture: 2 Seminar: 2
No transfer credit

CJS 141 Police and Corrections Writing 3 credits
In this course students will acquire the skills required to write clear and concise materials that are unique to police or correctional workers. The course deals with acceptable police and correctional terminology as well as with various commonly used materials from notebooks to formal occurrence reports.

Prerequisite: None
Lecture: 3 Seminar: 1
No transfer credit

CJS 220 Behavioural Science—Corrections 1 credit
This course is a part of the social sciences program offered expressly to correctional personnel, usually in their Correctional Staff College.

Prerequisite: CRI 120
Lectures, seminars and field trips total 20 hours over several weeks
No transfer credit

CJS 221 Understanding Human Behaviour 1 credit
Understanding Human Behaviour is an exploration of data and theories about criminal behaviour, its nature and causes. Explanations of both legal and criminal behaviour will be examined and emphasis will be placed on the relationships between this information and everyday police actions.

Prerequisite: CRI 121
Lectures and seminars total 20 hours over several weeks
No transfer credit

CJS 240 Advanced Interviewing 3 credits
This course covers advanced interviewing techniques applicable in the service delivery systems that involve counselling and guidance, with special emphasis on application to the Criminal Justice System. The emphasis is on interviewing techniques, not on any particular theory or philosophy of helping or therapy.

Prerequisite: CRI 140 or interviewing experience
Lecture: 2 Seminar: 2
No transfer credit

CJS 351 Teaching Life Skills in a Prison Milieu 1½ credits
This course is designed to provide participants with a keen awareness of "life skills"; that is skills which a person requires in order to live successfully in society. The course is intended for experienced corrections personnel. Graduates will be more able to help prisoners through effective analysis and intervention. Group process is used.

Prerequisite: None (Usually restricted to persons employed in corrections)
Offered as a series of day-long or evening workshops totalling about 26 hours

CJS 352 Laws, Prisoners and Corrections Staff 1½ credits
This course is directed to experienced corrections personnel. Participants should gain a thorough understanding of laws and regulations that govern sentences, releases, privileges and rights of prisoners. Laws, regulations and precedents affecting staff will be covered. How justice agencies apply these rules will be emphasized.

Prerequisite: None (Usually restricted to persons employed in justice agencies)
Offered as a series of day-long or evening workshops totalling about 26 hours.

CRI 353 Living in an Institution 1 credit
This course deals with the very real problems which confront those who must live in the restricted world of a total institution. Staff must relate to these problems and help inmates cope with new patterns of social life, leisure, power

relationships, sexuality and sexual expression.
Prerequisite: None (Usually restricted to persons experienced in institutions)
Offered as a series of day-long or evening workshops totalling about 18 hours

CJS 354 Behaviour Disorder in Prisons 1 credit
This course is designed to better equip the correctional worker to cope with lying, manipulation, aggression and violence. The emphasis is on accurate interpretation of behaviour, to enable a correct choice of solutions.
Prerequisite: None (Usually restricted to persons employed in related agencies)
Offered as a series of day-long or evening workshops totalling about 18 hours

CJS 380 Criminal Justice Practicum 3 credits
This course provides students with a learning experience in the context of job experience with various agencies; police, corrections, probations and judicial.
Prerequisite: 15 semester credits in Criminology Program
Field experience: 8 Seminar: 1
No transfer credit

CJS 381 Comparative Police Systems 3 credits
This course is designed to enable students to study characteristics of other policing systems in depth. Students will choose an area of study and will visit a representative police organization in another jurisdiction to make comparisons with and contrasts to Canadian practices.
Prerequisites: None
Conducted in a four-week period totalling 62 hours of instructor contact
No transfer credit

CJS 382 Comparative Justice Systems 3 credits
The study of the justice system in a foreign jurisdiction and a comparison with Canadian systems are covered in this course. The course will include travel to the foreign jurisdiction and 62 hours of instructor contact.
Prerequisite: None
No transfer credit

CRI 102 Criminal Law 3 credits
In this course a study is made of the history of criminal law, with emphasis on the historical process influencing the evolution of certain legal concepts—mens rea, criminal responsibility and due process. There is a critical examination of the social policies in criminal law and laws affecting juveniles are studied. Specific offences and categories of offences are studied with particular reference to the law affecting drug addicts, dangerous offenders and mentally ill offenders.
Prerequisite: None
Lecture: 2 Seminar: 2
Transferable

CRI 104 The Prison Community 3 credits
This course deals with the sociological processes at work in the prison community. The inmate community and the staff community will be studied individually and as they interact with one another. The emphasis will be on the influence which prison sociology has upon both society and rehabilitation.
Prerequisite: None
Lecture: 2 Seminar: 2
Transferable

CRI 105 The Canadian Legal System 3 credits
This course will examine the development of law from tribal law through the common law to the present day. Principles of law will be emphasized with in-depth treatment of their origins. Canadian Constitutional Law, the Court System, Administrative Law and International Law will be studied.
Prerequisite: None
Lecture: 3 Seminar: 1
Transferable

CRI 106 Introduction to the Criminal Justice System 3 credits

This course is designed to give students an overview of the criminal justice system and the inter-relationships of the subsystems within it. Interactions between the police, courts, corrective and rehabilitative agencies will be examined. The jurisdiction of the various components will be reviewed with specific attention being given to the conflicts revealed in the criminal justice system. The offender as a client of the system will be followed through the various processes of the criminal justice system. An analytical assessment will be made of the composition and fragmentation of the criminal justice system and alternatives to the criminal justice system process such as diversion, discretion and plea bargaining will be studied.
Prerequisite: None
Lecture: 2 Seminar: 2
Transferable

CRI 108 Crime Causation 3 credits
This course describes several levels and types of theories concerning the causes of crime and delinquency; cultural, societal, interpersonal and individual. Historical and modern theories are considered and an attempt is made to integrate theory with practical application.
Prerequisite: None
Lecture: 4
Transferable

CRI 109 Introduction to Criminology 3 credits
Introduction to Criminology explains the basic concepts and content of criminology, such as crime, criminal, delinquent, deviant, treatment, rehabilitation and victim. The position of criminology, its relationships with other sciences and the relationships between theory and practice are also included. The evolution of criminological thought will be covered through classical and modern theories, at different levels of explanation. Scientific foundations for a modern criminal policy will be discussed.
Prerequisite: None
Lecture: 3 Tutorial: 1
Transferable

CRI 110 Deviance & Social Control 3 credits
This course, grounded in "the labelling theory of deviance", introduces students to the potentially radical perspectives of Lemert, Goffman, Becker, Laing, Szasz, etc. It examines the practicalities of everyday occupational routines in the criminal justice system and the inherent consequences of social control agents and agencies.
Prerequisites: None
Lecture: 2 Seminar: 2
Transferable

CRI 111 Introduction to Law Enforcement 3 credits
This course includes a comparative survey of law enforcement agencies including roles and development of the police component in the total justice system. Police culture as well as their internal and external controls are examined. Specific functions such as: patrol, investigation, traffic control and crisis intervention are analyzed. Attention will be paid to the use of power in arrest, search and seizure and the use of discretion. Public attitudes and image will be covered.
Prerequisite: None
Lecture: 2 Seminar: 2
Transferable

CRI 114 Introduction to Corrections 3 credits
Introduction to corrections involves examination of all components of Canadian correctional systems and comparison with American and European systems. Pre-trial diversion, probation, imprisonment and parole in its many forms are included. Organization, operations and effectiveness will be studied, as well as prospects for the

future.
Prerequisite: None
Lecture: 2 Seminar: 2
Transferable

CRI 130 Psychological Explanations of Criminal Behaviour 3 credits

This course will involve a detailed study of psychological approaches to explaining the behaviour of criminal offenders. Psychoanalytic, developmental, biological, operant learning, risk-taking, modelling and social learning approaches will be covered. Theories and approaches will be examined in terms of their relevance to interpersonal crimes, property crimes and "victimless" crimes. These crimes can cover almost the entire range of human behaviour.

Prerequisite: None
Lecture: 2 x 2
Transferable

CRI 131 Sociological Explanations of Criminal Behaviour 3 credits

This course will critically examine the, sociological, socio-cultural and socio-psychological explanations of criminal behaviour such as the ecological theories, conflict theories, structural theories, control theories, and symbolic interactionist theories. Some of the specific theories subjected to critical examination will be those concerned with class and group conflict, subcultures, social alienation, anomie, differential opportunity, social conditioning, containment, differential association and labelling.

Prerequisite: None
Lecture: 2 Seminar: 2
Transferable

CRI 201 Juvenile Delinquency 3 credits

This course analyzes juvenile delinquency as an entity in the justice system. Content includes the nature and extent of juvenile delinquency, its cultural and social setting and theoretical interpretations. The roles of family, school and peers in shaping and maintaining delinquent behaviour are examined. Specific forms such as auto theft, vandalism, vagrancy, sexual delinquency, gangs are discussed, in addition to control, treatment and prevention, including juvenile court.

Prerequisite: None
Lecture: 2 Seminar: 2
Transferable

CRI 204 Prison-Based Programs: Adult and Juvenile 3 credits

This course evaluates various programs that can be operated within correctional institutions. Research is examined and criticized. The course is intended to identify institutional programs which are genuinely correctional, but also consistent with the need for control.

Prerequisite: CRI 104 or CRI 114 or appropriate experience
Transferable

CRI 210 Processes of Criminology 3 credits

This course surveys the major sociological views of criminality, including the subcultural, structural and social psychological views. A concomitant analysis is made of the institutional pressures used to regulate crime in contemporary society.

Prerequisite: CRI 108 or CRI 110
Lecture: 2 Seminar: 2
Transferable

EARLY CHILDHOOD EDUCATION -SEE HUMAN SERVICES

ECONOMICS

ECO 100 Fundamentals of Economics 3 credits

Fundamentals of Economics is an introduction to macro and micro economics: the nature of economics, gross national product and distribution of wealth, concept of interest, monetary policy and banking system, demand for factors of production and pure competition, imperfect competition and monopoly. Emphasis is on relating the course content to current situations in the market place.

Prerequisite: None
Lecture: 4
Transferable

ECO 101 The Canadian Economy 3 credits

This course analyzes the Canadian economy, relating to a broad range of areas including growth, roles of business and government in society, foreign trade and monetary and fiscal policies. Emphasis is on inflation, poverty and unemployment. Student participation is required.

Prerequisite: None
Lecture: 4
Transferable

ECO 110 Economic History 3 credits

The economic development of man through various stages of progress which laid the basis of our present-day economic system are studied in this course. Development of

civilization, religion, social organization and government as a result of changing economic circumstances are also covered. It covers the period from man's early beginnings to 1800.

Prerequisite: None
Lecture: 2 Seminar: 2
Transferable

ECO 111 Economic History of Canada 3 credits

Economic History of Canada studies the economic development of Canada from settlement to the present day. The economic relationship of Canada within the British Empire will be examined and special attention will be paid to the influence of legislation on the economic development of Canada since Confederation.

Prerequisite: None
Lecture: 2 Seminar: 2
Transferable

ECO 201 Issues in Economic Development 3 credits

This course describes economic conditions in Third-World countries and examines factors promoting or hindering the process of economic development.

Prerequisite: None
Lecture: 4
Transferable

ECO 210 Economic History**3 credits**

The economic development of Western Europe and North America since 1800 are studied in Economic History and the differing economic systems of the 20th century are compared.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable

ECO 311 Principles of Macro Economics**3 credits**

In this course a framework is presented in which the components of national income are rigorously analyzed. Attention is focused on money and its role, the banking system and credit creation, multiplier analysis and the role of government in the area of constraint and taxes.

Lecture: 2 Seminar: 2

Transferable

*Transfer students taking Economics 100 at UBC may not also obtain transfer credit for Economics 311 only.

ECO 411 Principles of Micro Economics**3 credits**

An analysis of economic problems related to the firm and

the individual in both perfectly and imperfectly competitive markets and the determination of price in both the goods and the productive factors markets are covered in this course.

Prerequisite: 2nd year standing or ECO 101 recommended
Lecture: 2 Seminar: 2

Transferable to UBC, SFU, CGA and RIA

*Transfer students taking Economics 100 at UBC may not also obtain transfer credit for Economics 411 only.

ECO 412 Introduction to Model Building in Economics & Commerce**3 credits**

In this course students are introduced to the task of forming explicit quantitative models as they are used in economics and commerce. Consideration is given to an elementary understanding of quantification and to a familiarity with the types and sources of data available to economics and commerce students. Emphasis is on developing the skills needed in empirical model building.

Prerequisite: B.C. Grade 12 Math or Math 102 and any economic or Business University Transfer Course

Lecture: 2 Seminar: 2

Transferable

In the course description listed, each course that is transferable to any provincial university is shown as "Transferable". This does not imply transferability in all

cases to all universities. Transfer guides published by each provincial university or by Douglas College should be consulted for exact transfer eligibility.



ELECTRONIC DATA PROCESSING

EDP 100 Electronic Data Processing 3 credits
Electronic Data Processing examines the function of the digital computer within the information system of the firm. Computer programming in both BASIC and COBOL languages and review of the computer's basic machinery is included.

Prerequisite: ACC 100 or ACC 110

Lecture: 4

Transferable

EDP 101 Introduction to Computer Programming 3 credits

A general introduction to computer use and computer programming for business, computing science and for those who wish to use the computer in other disciplines will be given in this course. The language used will be BASIC, but

other language will be discussed and illustrated. Each student will write and test many programs.

Prerequisite: 1st semester standing

Lecture: 4

Transferable

EDP 200 Information Systems 3 credits

This course gives an introduction to business information systems, their analysis and design. Techniques taught will include—form design, coding, charting, scheduling, input and output design—for both manual and computer-oriented systems.

Prerequisite: EDP 100

Lecture: 4

Transferable

ENGLISH AND COMMUNICATIONS

LITERATURE WRITING

Creative Writing

Expository Writing

Practical Communications for Career Students

Writing Skills

English as a Second Language

COMMUNICATIONS

Communications Diploma

Film

Journalism

AMERICAN STUDIES

WOMEN'S STUDIES

ENGLISH PLACEMENT TEST

Most students will be required to write an English Placement Test before registration, if they have not already written the Provincial Test conducted by the Educational Research Institute of B.C., or the test conducted by the English and Communications Division of Douglas College.

The test results do not determine eligibility to enter Douglas College, but are used to direct students to the courses which are best suited to their ability.

Further information about the English Placement Test may be obtained from either the Student Services Centres of the College or the English and Communications Division.

A. Composition

Students in English courses are expected to demonstrate basic language skills in grammar, punctuation and spelling. Deficiencies will be noted by instructors and must be corrected by students. For students whose native language is not English, the department may require successful completion of ENG 143 as a condition of admission to its other courses. The Student Centre on each campus will have programed self-help material for the students' use. An English instructor will also be present at specified periods to assist students in the use of these materials, as well as other composition problems.

All first-year literature courses will devote a minimum of one-third class-time to specific instruction of composition skills. The emphasis will be on these skills which are directly pertinent to the preparation of literature essays.

B. All First-Year Literature Courses 101 Through 151

1) First-year literature courses will be concerned with examination and textual analysis of selected primary texts as well as the presentation of literary terms and concepts.

These courses will provide students with a substantial framework from which to develop their own critical facilities, as well as giving students the necessary grounding from which to proceed to more advanced study.

2) Although the most obvious aspect of first-year courses is one of exposure to the literature of the 20th century, many courses will extend this period in order to provide perspective and to avoid the inevitable restrictions imposed by an arbitrary time period.

3) There are no prerequisites for the first-year courses except those indicated in the Calendar concerning standards of language competence. For particulars of credit and transferability, students are asked to refer to the individual course of descriptions herein.

4) The actual format of each class—whether lecture, seminar, group activities, or a mixture of them—will be the prerogative of the instructor.

5) The reading requirements of all first-year courses will be approximately equal. It might be expected that in the case of fiction courses a minimum requirement of five authors will be studied and in poetry courses, a minimum of three poets. Most courses will deal with more work depending on the particular genre.

6) All first-year courses will require at least five evaluated assignments. Of these, at least two will be essays. Other types of assignments such as oral presentations, independent library research, seminars and examinations may be used.

7) Although it is undesirable to compel an individual student to attend classes, students are responsible for keeping themselves informed of the short-term and long-term requirements of the course.

8) Students in English courses are expected to demonstrate basic language skills—grammar, punctuation and spelling. Deficiencies will be noted by instructors and must be corrected by students.

C. All Second-Year Literature Courses 310 Through 319

- 1) Second-level courses are differentiated from first-level courses in that they will require more demanding reading than first-level courses, will concentrate on specifically literary concerns rather than general thematic concerns, may require the use of secondary sources and also may require a research paper.
- 2) For admission to second-level courses in English literature, students are required to have first-level standing (grade-point average of 2.0 or better) in any two courses from list A, or one from list A and one from list B.

LIST A

ENG 101, 102, 106, 109,
114, 151

LIST B

ENG 100, 200
CWR 100, 110

- 3) For particulars relating to College credit and transferability to other institutions students are asked to consult the transfer guides of each university.
- 4) In second-level courses there will be differences in focus; some courses will focus on the historical literary tradition—the "survey" courses—while others will focus either on a particular genre such as poetry or drama, or on "major writers". Whatever the case, the reading requirements of all second-level courses will be approximately equal.
- 5) It might be expected that in the case of historical courses a minimum of six authors will be studied and in the genre courses, a minimum of five authors.
- 6) All second-level courses require at least five evaluated assignments. Of these at least two will be essays. Other types of assignments such as seminars, in-class essays, oral presentations, research papers, and mid-term or final examinations may be used.
- 7) Students are responsible for keeping themselves informed of the short-term and long-term requirements of the particular course, and for meeting these obligations.

D. Transfer Information for UBC and SFU

UBC: Students who want transfer credit for first-year English at UBC (ENG 100—three units of UBC credit) will normally require six semester hours of Douglas College credit; that is, two courses selected from the following: ENG 101, 102, 106, 109, 114, 151, ENG 100 or 200. (Students may not take both ENG 100 and ENG 200 for first-year equivalency)

Students who want general transfer credit for second-year English Literature at UBC (3 credits of UBC second-year English Literature, unassigned) will require six units of Douglas College credit; that is, two courses selected from ENG 310, 313, 314, 315, 316, 317 and 319.

Students who want specific transfer credit to English 201 (students wishing to major in English for example) should select Douglas College courses ENG 316 and ENG 317.

Only certain UBC faculties require the completion of English 201 or its equivalent. In many faculties the general 3 credits of second-year English Literature, unassigned, will satisfy the literature requirement. See UBC calendar for the literature requirement of a specific faculty.

SFU: Consult counsellors or SFU calendar for the literature requirement of a specific faculty.

Students who wish to major or honor in English should take courses at Douglas that will give them transfer credit for:

- 1) Any two of SFU English 101, 102, 103;
- 2) Both of SFU English 202 and 203;
- 3) and take one literature course at Douglas which has transfer credit (assigned or unassigned) and which has not already been taken for credit under 1) or 2) above.

LITERATURE

ENG 101 Canadian Literature

3 credits

This course is an introduction to Canadian Literature. Emphasis will be placed on major writers of the 20th century. The course will focus primarily on the representative fiction and poetry of such writers as Hugh MacLennan, Margaret Laurence, Margaret Atwood, Al Purdy, Early Birney and Irving Layton. It will examine the variety of literary forms these writers have chosen to render their images of Canadian experience and it will relate the works to the culture in which they exist.

Prerequisite: None

Lecture: 2 x 2

Transferable

ENG 102 Thematic Approaches to Western Literature

3 credits

This course will examine dominant themes and ideas expressed in the literature of the Western World. The dilemma of the individual, the image of woman and the crisis of being are among some of the themes that will be discussed. This course may include literature in translation.

Prerequisite: None

Lecture: 2 x 2

Transferable to UBC, SFU and UVic

AMERICAN STUDIES [ENG 102]

American Studies is a two-semester interdisciplinary course combining ENG 102 and HIS 140 (Nation in Conflict: The U.S. in the 20th Century) incorporated in an interdisciplinary format that helps to overcome the limited focus of the traditional approach in these subject areas. Both areas are complementary and their integration enhances the learning experience.

The course is taught within a team-teaching format. Since the theme of American Studies crosses discipline lines, the most effective utilization of resources is one in which instructors of both disciplines are available. This makes the above two existing courses more flexible and comprehensive. Therefore, students will receive three credits for HIS 140 and three for ENG 102 upon completion of this two-semester program. For an explicit description of course content, see History 140 and English 102.

Transferable

WOMEN'S STUDIES [ENG 102]

The Images of Women in Literature is a special section of English 102. As a mirror of some of the central myths and archetypal roles of women, the work of such writers as Kate Chopin, Margaret Atwood, D.H. Lawrence, Margaret Laurence, Shaw, Sylvia Plath and Erica Jong will provide a map of the territory of female experiences. The course might also include the reflections of women in visual and musical forms. Through an analysis of the woman's experience and the literary expression of that experience, we will examine woman's quest to find a sense of private and public "place" in the modern world.

Transferable

ENG 106 Studies in Prose Fiction

3 credits

The focus of this course will be on the study of fictional techniques as employed by selected writers of the short story and the novel, with emphasis on twentieth century fiction.

Prerequisite: None

Lecture: 2 x 2

Transferable

ENG 109 Introduction to Poetry, Prose and Drama

3 credits

This course will examine structural aspects of each genre and the relationships of one to the other. Works will be selected primarily from the twentieth century.

Prerequisite: None

Lecture: 2 x 2

Transferable

ENG 114 Studies in Poetry 3 credits
This course will study poetry in its diverse forms. It will examine the phenomenon of poetry without specific regard to time-period or particular author and will therefore allow students to confront the form in all its depth and breadth.
Prerequisite: None
Lecture: 2 x 2
Transferable

ADVANCED LITERATURE

ENG 310 Literature in Translation 3 credits
This course deals with major works of literature in translation grouped in a significant way. For example, the 19th century continental novel, modern Latin American fiction, or drama and fiction in the socialist countries. In addition to analysis of literary technique, students will be given some insight into the literary and cultural complex from which selected works spring. Reference will be made to comparable works of English literature. For example, a course focusing on the 19th century continental novel might consider such developments as romanticism or naturalism and comparisons might be made with the works of Dickens or James. For information regarding the specific subject field of this course, consult the English and Communications division.
Offered at discretion of division
Prerequisite: First year standing (see Introductory English note)
Lecture: 2 x 2
Transferable

ENG 313 Studies in Major Writers 3 credits
In this course, critical approaches are employed in examining and evaluating works of major writers of central importance to literary history, such as Lawrence, Austen and Milton. Students study both the writer's principal works and appropriate works of his contemporaries, with emphasis on understanding the writer's central themes. Students may also read the writer's non-literary work, a biography and appropriate works of literary criticism.
Offered at discretion of division
Prerequisite: First-year standing (see Introductory English note)
Lecture: 2 x 2
Transferable
SFU—If students have completed any two of ENG 313, 316, 317, credit will be assigned as English 202, 203 (6 credits)

ENG 314 Poetics 3 credits
This course offers a consideration of poetic theories from Aristotle to T.S. Eliot, including the works of Ruskin, Arnold, Coleridge and Ezra Pound. The poetry of Donne, Shakespeare and Hopkins is also examined, as well as the work of some contemporary poets. The course examines both poetry and poetic theory.
Offered at discretion of division
Prerequisite: First-year standing (see Introductory English note)
Lecture: 2 x 2
Transferable

ENG 315 The Comic Voice: Studies in Comedy 3 credits
In this course, representative works are studied and related to theories and traditions of comedy. A diversity of novels and plays, such as Dicken's *The Pickwick Papers*, Shakespeare's *Twelfth Night*, and Synge's *The Playboy of the Western World*, demonstrate the scope and depth of the comic genre.
Offered at discretion of division
Prerequisite: First-year standing (see Introductory English note)
Lecture: 2 x 2
Transferable

ENG 316 Readings in the English Literary Tradition: 14th to 18th Centuries 3 credits
Representative works from literature of the 14th through 18th centuries are studied in this course and appropriately related to English literary tradition.
Prerequisite: First-year standing (see Introductory English note)
Lecture: 2 x 2
Transferable
SFU—If a student has completed any two of ENG 313, 316, 317, credit will be assigned as English 202, 203 (6 credits)

ENG 317 Readings in the English Literary Tradition: 18th to 20th Centuries 3 credits
Representative works from literature of the 18th, 19th and early 20th centuries are studied in this course and appropriately related to English literary tradition.
Spring and Fall semesters
Prerequisite: First-year standing (see Introductory English note)
Lecture: 2 x 2
Transferable
SFU—If a student has completed any two of ENG 313, 316, 317 credit will be assigned as English 202, 203 (6 credits)

ENG 319 The English Novel: Its Development 3 credits
This course traces development of the English novel from the 18th to 20th centuries. Styles and themes of representative novelists of the period are also studied.
Offered at discretion of division
Prerequisite: First-year standing (see Introductory English note)
Lecture: 2 x 2
Transferable

EXPOSITORY WRITING

ENG 100 Expository Writing 3 credits
This course will include the writing of expository essays; assignments and exercises on structure, style, and mechanics; the reading and analysis of essays and selections from essays; and instruction on the principles of composition. The primary emphasis will be placed on the writing of essays which use the concepts employed in this course.
Prerequisite: None
Lecture: 2 x 2
Transferable

ENG 100 Limited to Students for whom English is a Second Language 3 credits
This course, designed especially for ESL students, includes an in depth study of various expository writing forms. The primary emphasis will be placed on the writing of essays which apply the critical and analytical concepts studied in the course. The secondary emphasis will be placed on remediation of ESL problems. The development of the study skills necessary for successful college-level writing will also be stressed.
Prerequisite: With Instructor's permission
Lecture: 2 x 3
Transferable to UBC, SFU and UVic

ENG 200 Advanced Exposition and Argument 3 credits
This course studies rhetorical style from the viewpoint that good style is primarily a matter of making wise choices from a range of possibilities. Through reading examples, students discover choices made by good writers. The students' own styles are developed and studied through their own writing.
Offered on sufficient demand
Laboratory: 2 x 2
Transferable
Note: Students may not use both ENG 100 and 200 for first-year equivalency.

CREATIVE WRITING

CWR 100 Introduction to Creative Writing—I 3 credits

This course introduces students to creative writing, primarily through practice in the genres of drama (stage, radio, video), fiction and poetry. A wide selection of traditional and contemporary writing in all genres will also be studied. Work will be evaluated both by the instructor and students in the workshop.

Prerequisite: None

Workshop: 2 x 2

Transferable

CWR 110 Introduction to Creative Writing—II 3 credits

This course continues the work of CWR 100, with writing practice in the genres of poetry, fiction and drama. Contemporary work by published authors will also be examined.

Prerequisite: CWR 100

Workshop: 2 x 2

Transferable

CWR 300 Drama, Fiction and Poetry—I 3 credits

The objective of this course is to allow students to pursue writing in the genre which they found most promising in CWR 100/110. Published selections in all genres will be studied.

Prerequisite: CWR 100 and 110

Workshop: 2 x 2

Transferable

CWR 310 Drama, Fiction and Poetry—II 3 credits

This course continues the work of CWR 300. Students will be encouraged to pursue work in one genre, which may or may not be the same as the genre chosen for CWR 300.

Prerequisite: CWR 300

Workshop: 2 x 2

Transferable

COMMUNICATIONS

COM 110 Practical Communications for Career Students 3 credits

In this course, students will be taught to organize factual material and to apply acceptable business and professional writing skills in letters, memoranda and reports. Some emphasis will also be placed on oral communication skills.

Prerequisite: None

Lecture: 2 x 2

No transfer credit

COM 120 Introduction to Public Relations 3 credits

This course focuses on the role of the public relations practitioner as a specialist in communications, an analyst of public opinion and an advisor to administrators in this area. The course is designed to lead students towards Canadian Public Relations Society accreditation when coupled with practical experience.

Prerequisite: Offered at discretion of the department.

Lecture: 2 x 2

No transfer credit

COM 200 Introduction to Communication Theory 3 credits

How and why do human beings communicate? This course examines some basic models, principles and functions of human communication and looks at the communication process in a variety of settings including public, organizational and mass communication. Some specific areas of communication which are studied include verbal messages, non-verbal codes and persuasive communication.

Prerequisite: None

Lecture: 2 x 2

Transferable

COM 205 Communications and English Skills 3 credits

This course is intended primarily for first year nursing students. There are two major components: interpersonal communications (spoken and non-spoken) and written communications. Topics include the communication process, communication skills, interviewing and group dynamics. Students learn to write summaries, memoranda, reports and other related forms of communication.

Prerequisite: None

Lecture: 3 Seminar: 1

No transfer credit

COM 210 Introduction to Communication Behaviour 3 credits

How we see ourselves and others, our past and current experience, our ability to listen effectively and the role models and stereotypes we encounter in our daily lives: all these affect our communication behavior. This course looks at human communication behavior in individuals, between people and in small settings. Students will be involved in a variety of activities which will help them identify not only their own communication patterns but also those of others.

Prerequisite: COM 200 recommended

Lecture: 2

Laboratory: 2

Transferable to SFU

COM 290 Applied Communications for Career Students 3 credits

This course gives students practical experience in applying oral and written skills in job communications situations. Topics include persuasion and motivation strategies, conduct of and participation in business meetings, the arts of listening and observing and various types of internal and external business communications.

Prerequisite: None

Lecture: 2 x 2

No transfer credit

COM 160 Introduction to Film 3 credits

This introduction to film examines, in the first half of the course, film history, basic vocabulary of film, the shot unit and its flexibility, camera angles, lighting, sound as a complement to the moving image and the function of the shooting script. The second half of the course involves an analysis of a series of thematically-linked films.

Prerequisite: None

Lecture: 2 Seminar: 2 (film and laboratory)

Transferable

COM 161 Introductory Film Making 3 credits

This course provides an introduction to the process of filmmaking. The first half of the course includes rudimentary facts about equipment, techniques of shooting and writing a shootable filmscript (which may be documentary, fiction or abstract). The second half of the course involves production of an 8mm film.

Prerequisite: None

Seminar: 2 Production: 2

Transferable

COM 163 Basic Photojournalism 3 credits

This course introduces students to basic photographic training in journalism and includes: the use and function of cameras, lenses and films, black and white film developing, print processing and enlarging, photo composition, lighting techniques, subject matter and newspaper and magazine reproduction techniques.

Prerequisite: None

Corequisite: COM 166

Lecture: 1 Laboratory: 2 Field Experience: 1

No transfer credit

COM 166 Basic Journalism 3 credits
This course embraces aspects of newspaper work and includes: news gathering, writing, editing, head writing and page makeup. Students will select and shoot photographs, collect and design advertising copy and be exposed to editorial and business management practices, newspaper production and distribution.
Prerequisite: None
Lecture: 1 Laboratory: 3
No transfer credit

COM 167 Basic Newspaper Production 3 credits
This course introduces newspaper layout and production and gives instruction and practice in page makeup, typography, advertising and page markup, advertising layout, type selection and reproduction techniques. It also includes an introduction to the functions of a newspaper press, black and white photography and to the flow of copy from the newsroom and advertising departments to the production lab.
Prerequisite: None
Lecture: 1 Lab: 3
No transfer credit

COM 168 Freelance Writing 3 credits
Students considering a professional writing career will be shown how to cope with competition by planning and writing for a market. Students will also be introduced to business structure for the freelancer and careers within the writing field.
Prerequisite: One of CWR 100, COM 166, COM 167, COM 266, or permission of instructor
Lecture: 2 Laboratory: 2
No transfer credit

COM 263 Advanced Photojournalism 3 credits
This course is an extension of Basic Photojournalism and provides journalism students with advanced training in photographic and darkroom techniques, investigative photo newsgathering, photostory copywriting (outline writing), photo composition, newspaper and magazine reproduction techniques, study of the relationship between photography and print and discussion of comparative stylistics.
Prerequisite: COM 163 or permission of instructor
Lecture: 1 Laboratory: 2 Field experience: 1
No transfer credit

COM 265 Newspaper Staff Practicum 3 credits
This course includes the practical application of expertise acquired by students in three existing journalism components: photojournalism, journalism and newspaper production. By involving students from these three components, this Newspaper Staff course introduces them to all facets of newspaper composition, editing, production, publication, advertising, circulation and introductory business practices.
Prerequisites: COM 166 and COM 167
Laboratory: 6
No transfer credit

COM 266 Advanced Journalism 3 credits
This course is an extension of COM 166 and includes instruction in creative news editing, column writing, feature writing, editorial writing, page makeup, photo editing and a review of the meaning and implications of libel and ethics. Some TV and radio news writing and editing will be included.
Prerequisite: COM 166 or permission of instructor
Lecture: 1 Laboratory: 3
No transfer credit

Advanced Newspaper Production 3 credits
This course is a continuation of COM 167 through more sophisticated uses of materials and techniques introduced in COM 167. Instruction and practice will include process photography, typesetting and ordering. Photography will

advance to photo essay and background dropout applications.

Prerequisite: COM 167

Lecture: 1 Laboratory: 3 Student-directed Learning: 2

No transfer credit

WRITING SKILLS

ENG 120 Writing Skills I 1½ credits
This is a seven-week course designed to help students write clearly and correctly, through instruction and practice in paragraphing, sentence structure, grammar, diction, spelling and punctuation. Students are required to complete and correct a series of brief paragraph and essay assignments and a series of workbook exercises. This course is conducted mainly as a workshop, with students receiving individual assessment of their writing. Enrolment is limited to 15 students per section.
Prerequisite: None
Lecture: 2 Tutorial/Workshop: 2
No transfer credit

ENG 121 Writing Skills II 1½ credits
This is a seven-week course designed to extend the skills learned in English 120 and to prepare students for writing longer compositions. Students are required to plan, write and revise a series of short essays and at least one longer essay (800-1000 words). A series of workbook exercises will also be required. The course will be conducted mainly as a workshop, with students receiving individual assessment of their writing. Enrolment is limited to 15 students per section.
Prerequisite: None (although ENG 120 is recommended)
Lecture: 2 Tutorial/Workshop: 2
No transfer credit

ENGLISH AS A SECOND LANGUAGE

ESL 140 College Preparation for Non-Native Speakers 0 credit
This is an intensive course for students whose native language is not English and who do not have the reading, writing and study skills abilities required in an average university transfer, career or vocational course. This class is designed for students registered at the College, as well as those planning to register at Douglas College or other post-secondary institution in the near future. It is not suited for beginning or intermediate level language learners.
Prerequisites: None
No transfer credit

ENG 141 Writing Skills for Non-Native Speakers: Advanced Tutorial 3 credits
This is a composition course that stresses remediation of those errors characteristic of non-native speakers' writing. The finer points of usage and idiom are also stressed. This is a service course designed for students enrolled in the career vocational and university transfer programs offered by the College. Students will practice the forms of writing they will be required to use in their field of study.
Prerequisite: None
No transfer credit

ENG 100 Limited to Students for whom English is a Second Language 3 credits
This course, designed especially for ESL students, includes an in-depth study of various expository writing forms. The primary emphasis will be on the writing of essays which apply the critical and analytical concepts studied in the course. The secondary emphasis will be on remediation of ESL problems. The development of the study skills necessary for successful college-level writing will be stressed.
Prerequisite: Permission of instructor
Lecture: 2 x 3
Transferable

EQUINE STUDIES

Registration in the Basic Farrier Program or permission from the instructor is a prerequisite for these programs. No transfer credit.

EQU 101	Basic Safety Training	1 credit
EQU 105	Study of the Horse (Basic)	4 credits

EQU 107	Fundamentals of Horseshoeing	5 credits
EQU 109	Specialized Shoeing Techniques	2 credits
EQU 205	Study of the Horse (Intermediate)	3 credits
EQU 114	Farrier Welding	1 credit
EQU 115	Farrier—Business Management	1 credit
EQU 116	Setting Up a Mobile Farrier Unit	1 credit

FASHION DESIGN AND CLOTHING TECHNOLOGY

FAS 100 Fundamentals of Pattern Drafting 5 credits

Students will learn the basic principles and technology of drafting block patterns, including an introduction to the metric system and its application to pattern and body measurement. The proper use of drafting equipment, the technique of taking measurements for made-to-measure garments and the basic principles of proportional calculation based on height units, are covered in detail.

Prerequisite: None

Lecture: 4 Laboratory: 3

No transfer credit

FAS 120 Fundamentals of Fashion Design 5 credits

The fundamentals of garment design such as line, silhouette, proportion, and rhythm and the relation to figure and personality are covered in this course. Particular emphasis is placed on creativity and originality through a developed sensitivity to inspirational sources. Several original designs will be selected for construction into half-scale models.

Prerequisite: None

Lecture: 3 Laboratory: 4

No transfer credit

FAS 121 Modelling and Finishing 2 credits

Students learn to model and show garments to advantage. Emphasis is placed on individual grooming and preparation for fashion shows.

Some seats available to students not enrolled in Fashion programs on a space available basis.

Prerequisite: None

Lecture: 2 Laboratory: 2

No transfer credit

FAS 130 Fundamentals of Garment Construction 1 credit

Instruction in the safe and efficient operation of the industrial straight-sew machine and steam iron is given in this course. Emphasis is placed on learning industrial terminology and acquiring skills in basic construction techniques related to seams, hems, button holes, zippers and plackets and on the variations governed by fabric and style.

Prerequisite: None

Lecture: 1 Laboratory: 2

No transfer credit

FAS 140 Fashion Illustration 3 credits

This course gives an introduction to drawing and sketching using pencil, charcoal and pastels. Emphasis is placed on perspective and proportion, anatomy and tone values. Once a sound foundation is attained, students develop confidence and individuality in drawing.

Prerequisite: None

Laboratory: 3 X 2

No transfer credit

FAS 170 Creative Apparel Design and Production 3 credits

This is a comprehensive introduction to apparel and the translation of a design into the finished garment. Students learn the elements of creative design and produce a pattern and a finished garment as a final project. Information about history and the principles of clothing design is provided. It is assumed that students have a firm grasp of sewing techniques.

Some seats are available for students not enrolled in Fashion programs on a space-available basis

Prerequisite: None

Laboratory: 1 x 2 Seminar: 1 Field Experience: 1

No transfer credit

FAS 200 Fundamentals of Pattern Drafting 5 credits

Students in this course will learn the methods of drafting patterns for various simple styles and the basic design room techniques of full-size pattern drafting and style development. Lectures in pattern drafting are extended to vests, jackets, capes and swimwear.

Prerequisite: FAS 100

Lecture: 4 Laboratory: 3

No transfer credit

FAS 220 Fashion Design and Textiles 5 credits

Students in this course become aware of the limitations imposed on garment design through a comprehensive study of fabric texture and finish found in knitted, woven and compressed clothes and how these factors influence style and utility. Half-scale models are created with several simple models being selected for full-scale construction.

Prerequisite: FAS 120

Lecture: 3 Laboratory: 4

No transfer credit

FAS 230 Fundamentals of Garment Construction 3 credits

Students in this course become familiar with more complex construction techniques and begin to acquire expertise on the industrial straight-sew machine. Emphasis is placed on procedures related to the assembly of pockets, sleeves and collars. Half-scale garment models are made and basic instruction is given in constructing professional full-scale garment samples. Students are introduced to professional layout and cutting techniques.

Prerequisite: FAS 130
Lecture: 2 Laboratory: 4
No transfer credit

FAS 240 Fashion Illustration 3 credits
This course is a continuing study of the figure; proportion and perspective, free sketching and finished art. It includes wash and ink rendering and water color as applied to fashion illustration.

Prerequisite: FAS 140
Laboratory: 3 x 2
No transfer credit

FAS 300 Pattern Drafting and Draping 5 credits
Students in this course will learn techniques involved in developing more complex patterns for dresses, loungewear and the handling of problem fabrics, such as leather, vinyl, velvet, jersey, silk or satin. Drafting fundamentals are extended to coats, children's wear and some basic drafts for men. The principles of draping techniques relevant to theatre costume development are also covered.

Prerequisite: FAS 200
Lecture: 3 Laboratory: 4
No transfer credit

FAS 320 Fashion Design and Color Co-ordination 5 credits

Students in this course are exposed to the further limitations placed on garment design by the effects of color. Color, color psychology and color co-ordination are related to figure and personality factors. Contemporary fashion trends are analyzed from a historical, psychological and sociological viewpoint. The special requirements for theatre costume design are studied, with students creating costumes for a live production.

Prerequisite: FAS 220
Lecture: 3 Laboratory: 4
No transfer credit

FAS 330 Garment and Costume Construction 3 credits

The more complex construction techniques involved in assembling garments made of leather, silk, plastic, jersey and velvet are covered in this course. Theatre costumes are constructed, with emphasis on use of the straight-sew machine to create decorative effects. It includes professional procedures used in fitting the finished garments and installing linings, interlinings and interfacing.

Prerequisite: FAS 320
Lecture: 1 Laboratory: 5
No transfer credit

FAS 340 Fashion Illustration 3 credits

This course emphasizes the figure and garment, how the garment dictates the pose, use of various media, interpreting fabrics and furs, accessories, features and patterns; visuals of men's and children's fashions; and art for reproduction in line, halftone and color.

Prerequisite: FAS 240
Laboratory: 6
No transfer credit

FAS 370 Fashion Merchandising 3 credits

This course examines and describes garment construction, color co-ordination, accessories, the fashion cycle and fashion buying techniques.

Prerequisite: None
Lecture: 2 Seminar: 2
No transfer credit

FAS 390 History of Costume 3 credits

This course involves a survey from earliest times to the 17th century. It includes dress of ancient Orient and Egypt, Greece, Rome, Feudal Europe and the Renaissance. Open to students in other programs.

Prerequisite: None
Lecture 3 x 1
No transfer credit

FAS 400 Pattern Drafting and Grading 5 credits

Students in this course will acquire limited expertise in developing patterns of more complex design, such as swimwear and lingerie. Emphasis will be placed on the technique of translating original designs into full-scale pattern replicas using block patterns for manipulating or draping method. The principles and techniques involved in size grading, manually and by machine are covered in detail.

Prerequisite: FAS 300
Lecture: 3 Laboratory: 4
No transfer credit

FAS 420 Creative Fashion Design and Textiles 5 credits

This course studies various methods of dyeing, printing and batik. A research of the modern garment and textile industries is required. Students are expected to design a complete line of clothing from which several garments are selected for fabrication, to be shown in displays and fashion shows.

Prerequisite: FAS 320
Lecture: 3 Laboratory: 4
No transfer credit

FAS 430 Advanced Garment Construction and Finishing 3 credits

Students are introduced to, and acquire experience on, other industrial power equipment indigenous to the garment industry. The hemmer, serger, overseam, and zig-zag machines are used to assemble original garments for the annual fashion show. All garments must meet professional standards of cut, fit and finish.

Prerequisite: FAS 330
Lecture: 2 Laboratory: 4
No transfer credit

FAS 440 Fashion Illustration 3 credits

Students in this course develop portfolios through assignments involving previous subject areas, presenting problems closely related to those in the field. Students complete the portfolio within deadlines, on a professional basis for presentation at employment interviews.

Prerequisite: FAS 340
Laboratory: 6
No transfer credit

In the course description listed, each course that is transferable to any provincial university is shown as "Transferable". This does not imply transferability in all

cases to all universities. Transfer guides published by each provincial university or by Douglas College should be consulted for exact transfer eligibility.

FIRE SCIENCE

FIR 100 Chemistry of Fire

3 credits

Chemistry of Fire presents the chemical knowledge essential to anyone concerned with the fire-fighting community, for the safe and efficient performance of his/her tasks. Course content includes characteristics of matter, gases, fundamental principles, combustion and heat, atomic energy and radiation.

Prerequisite: Nil

Lecture: 2 Laboratory: 2

No transfer credit

FIR 101 Survey of Fire Science

3 credits

This course surveys the fire protection field, including the historical development of the organizations, equipment, procedures and legislations presently in existence. The survey includes brief studies of the interrelationships between the areas of fire insurance, extinguishment and prevention and studies the requirements of public and private fire protection.

Prerequisite: Nil

Lecture: 3 Field experience: 1

No transfer credit

FIR 270 Fire Insurance

3 credits

Commencing with basic reasons for obtaining fire insurance and a profile of national fire losses, this course discusses the roles of broker, adjuster, underwriter and insurance companies; how insurance is sold; criteria by which a competitive rate is set; the role of rating organizations such as Canadian Underwriters Association; re-inspection services and recommendations and investigation and challenging of claims.

Prerequisites: Nil, but completion of FIR 100 and 101 strongly recommended.

Lecture: 4

No transfer credit

FIR 271 Fire Prevention

3 credits

This course studies the part that effective fire prevention can play in reducing fire loss in the community. The regulations produced by various governmental, insurance and standard-setting agencies and examples of their applications to practical situations are studied. The hardware used to support these applications is explained and demonstrated.

Prerequisites: Nil, but completion of FIR 100 and 101 strongly recommended.

Lecture: 3 Seminar: 1

No transfer credit

FIR 272 Fire Suppression

3 credits

Fire Suppression includes pre-fire planning, classification of fires, special fire types and a review of the chemistry of fire. This is followed by a discussion of alarm systems; the handling of motorized, fixed and portable fire equipment; fire extinction methods; the strategy of fighting a fire; fire streams and fire ground hydraulics.

Prerequisites: Nil, but completion of FIR 100 and 101 strongly recommended.

Lecture: 3 Laboratory: 2

No transfer credit

FIR 273 Fire Investigation

3 credits

This course discusses various investigative organizations, including their roles and responsibilities, skills and training required of an investigator; pattern and scientific investigation of fire causes; writing a fire investigation report and the firefighter's contribution to fire investigation.

Prerequisites: Nil, but completion of FIR 100 and 101 strongly recommended.

Lecture: 4

No transfer credit

FIR 274 Fire Science Technology

3 credits

This course will involve the study of the technical aspects and installation requirements of fire protection equipment and devices. Emphasis will be placed on applying the knowledge in case studies in recognizing, solving and designing solutions to fire problems.

Prerequisites: Nil, but completion of FIR 100 and 101 strongly recommended.

Lecture: 3 Field Experience: 1

No transfer credit

FIR 275 Building Construction for Fire Protection

3 credits

This course describes the various aspects of building construction that relate to the fire safety of occupants and the structural integrity of the building when subjected to unconfined fire.

Lecture: 3 Field Experience: 1

No transfer credit

GEOGRAPHY

Geographic inquiry is rich, profound and humanizing because it entails an understanding of physical as well as cultural processes as they are revealed in interaction in the landscape. Students who engage in physical and human geographic study will achieve the "sense of balance" that characterizes modern geographic thought. Geography offers an almost unique opportunity for the synthesis and integration of the fund of human knowledge.

GEOG 110 Weather and Climate

3 credits

This course gives an introduction to the study and techniques of meteorology and climatology and their application to environmental problems, including air

pollution, arctic survival, and forest fire control.

Prerequisite: None

Lecture: 2 x 2

Transferable

GEOG 111 Human Geography: Social and Cultural Perspectives

3 credits

An introduction to the major traditions, themes and theories of human geography, this course places emphasis on the concepts, methods and data used by cultural and social geographers. It includes comparative and historical analyses of cultural landscapes, studies of the origin and diffusion of cultural phenomena and an introduction to

cultural ecology/ecosystematic analysis.

Prerequisite: None

Lecture: 2 x 2

Transferable

GEOG 112 Human Geography: Economic and Spatial Perspectives 3 credits

This course introduces students to the theories, concepts, methods, and data geographers use to analyze the location of economic activities and the spatial organization of society. The following systems are studied: energy and resources, agriculture, manufacturing, transportation, retailing and recreational. Consideration is given to theories of "development" and comparative approaches are taken to: urban structure, economic systems and spatial diffusion processes.

Prerequisite: None

Lecture: 2 x 2

Transferable

GEOG 120 Introduction to Earth Sciences 3 credits

Introduction to Earth Sciences is an interdisciplinary course combining geology and physical geography. Topics include the origins and development of the Earth's landscape by such processes as weathering, mass wasting, running water, glaciers, wind and waves and geological phenomena such as rocks and minerals, the interior of the Earth and the geologic time.

Prerequisite: None

Lecture: 2 Workshop: 2

Transferable

GEOG 130 Environment and Technology 3 credits

This course gives a thorough examination of the "ecosystematic perspective" and its role in contemporary geographic thought. Identification and evaluation of our basic cultural assumptions about the relationship of man and nature are covered as well as an assessment of cultures, societies and groups that have functioned within an "ecosystematic perspective". Establishment of a more balanced environmental attitude than current "doomsday" theorizing is also studied. This is not a "pollution solution" course nor an ecology course, but an inquiry into the environmental impact of various man-nature philosophies.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable

GEOG 140 "Sense of Place" Workshop 3 credits

This course offers and introduction to human geography as the study of a "sense of place" and examines the variations in the ways cultures and social groups experience space. It offers an opportunity for students to learn an alternative to the scientific approach to human geography. The historical roots of geography's fascination with "place", landscape appreciation and Canadian expressions of a sense of place are emphasized. Extensive use of film, art, literature, poetry and music is made to present the course concepts. Workshop orientation stresses group presentations, seminar presentations and field work.

Prerequisite: None

Lecture: 2 Seminar: 3

Transferable

GEOG 145 Municipal Law for Planning Assistants 3 credits

Municipal Law for Planning Assistants studies B.C. legislation pertaining to land use. Topics include zoning, development control, sub-division control and community and regional planning.

Prerequisite: None

Lecture: 2 x 2

No transfer credit

GEOG 146 Local Area Planning 3 credits

A case study approach to the fundamentals of the

community development process as they apply to local land use and social planning is taken in this course. Concepts of community, community power and service integration are studied from a local practical perspective.

Prerequisite: None

Lecture: 2 x 2

No transfer credit

GEOG 147 Sub-Division Planning 2 credits

This course examines the various aspects of land and strata title sub-divisions. Topics include: sub-division law, municipal and land registry plan approval procedures, sub-division design and implementation, plan replotting, elementary sub-division surveying and drafting, basic engineering considerations and the final preparation of sub-division plans.

Prerequisite: None

Lecture: 2 x 2

No transfer credit

GEOG 148 History and Theory of Urban and Regional Planning 3 credits

This is an introductory course which examines the historical development of the mainstreams of thought in planning theory, ranging from the earliest human settlements to the present day, but with emphasis focused in the twentieth century. The philosophical attitudes towards man and the city, resulting in planning action in the 1970's, will receive specific attention. Recent writings on the nature of the planning profession will also be reviewed.

Prerequisite: None

Lecture: 2 x 2

No transfer credit

GEOG 149 Planning Data Collection and Analysis 3 credits

This course explores the basic principle of demography. Sources of demographic information, data analysis and factors applicable to planning are reviewed.

Prerequisite: None

Lecture: 2 x 2

No transfer credit

GEOG 150 The Canadian Arctic 3 credits

The Canadian Arctic introduces students to the physical and human geography of Arctic Canada, with some reference to other Polar Regions such as Antarctica and the Russian Arctic. Problems of human occupancy in the North and the impact of man on the physical environment—exploration, transportation, historical development of several Arctic communities (Frobisher, Resolute, Cambridge Bay), northern resources and current social problems are covered. Emphasis will be placed on the physical environment and resource development. A knowledge of meteorology, basic geomorphology and human geography will be assumed.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable

GEOG 160 British Columbia and the Yukon 3 credits

An introductory regional geography of B.C. and the Yukon, this course will include a general study of the physical environment and an historical/settlement background, but will concentrate on problems relevant to sections of the Pacific Coast area such as resource development and conservation, irrigation, urbanization and life in remote rural areas. The course will include an examination of the role of the West in Canada's future development. Field work will form an integral part of the course, therefore attendance on field trips is compulsory. A basic knowledge of map reading will be assumed.

Prerequisite: None

Lecture: 3 Field experience: 1

Transferable

GEOG 170 Introductory Cartography 3 credits

This course explores a range of topics in the field of cartography and focuses on the techniques and tools used to analyse and present geographical data and relationships. Topics covered include field survey, construction of maps to scale, interpretation of aerial photographs and topographic maps, construction of diagrams, cartograms, distribution maps, graphs and other types of maps used in Geography. Although designed specifically for Geography students, the course will also interest students in related disciplines in which a fundamental knowledge of the above topics is beneficial.

Prerequisites: None. Students planning to major in Geography are strongly advised to take this course in their program

Lecture: 2 Lab: 3
Transferable

GEOG 175 Air Photo Interpretation 3 credits

This is a theoretical and practical course to introduce the students to the variety and use of aerial photography. Emphasis is placed on the application of skills in air photograph interpretation to contract or research work. Course content is interdisciplinary in that API as a tool may be applied to resource assessment, regional analysis, urban studies, geologic inquiry, work in archaeology, forestry, fire science, ecology, biology and agriculture.

Prerequisite: None
Lecture: 2 Lab: 2
No transfer credit

GEOG 176 Remote Sensing 1 credit

Remote sensing involves the collection and analysis of data by systems which are not in direct contact with the object of study. Maps, air photographs, satellite imagery, radar imagery and other "non-selective" sources of data may be employed. The tool of remote sensing is applicable in many fields, such as: urban planning, agricultural and land use planning, regional analysis, geology, geomorphology, forestry and land management.

Prerequisite: None
Lecture: 2 Lab: 2
No transfer credit

GEOG 177 Cartographic Techniques 2 credits

This is a practical course designed to develop skill in the production and design of maps, graphs, and diagrams to final draft copies, and for inclusion in all written work. Emphasis is on map work, including the selection of scale, detail and symbolization. Different techniques of presentation will be explored, sampling a variety of papers, inks, lettering methods and tools. The course will be taught as though students are junior consultants under direct supervision.

Prerequisite: None
Lecture: 2 Lab: 4
No transfer credit

GEOG 210 Climatology 3 credits

Climatology studies the physical and dynamic processes, on varying scales, involved in the general circulation and the development of terrestrial climates. Emphasis is placed on applications of climatological principles to the analysis and interpretation of climatic data and mapping of climatic patterns. Microclimatic investigations are employed to illustrate contrasts between urban and rural settings.

Prerequisites: GEOG 110 and GEOG 120
Lecture: 2 Workshop: 2
Transferable

GEOG 220 Physiography: Geomorphic Processes 3 credits

Landscapes, landforms, earth materials and geomorphic processes in a variety of terrestrial environments are examined in this course. Laboratory and field work are employed in the application of geomorphic principles to regional physiography and processes.

Prerequisites: GEOG 110 and GEOG 120
Lecture: 2 Workshop: 2
Transferable

GEOLOGY

Geology is the study of the composition, origin, and development of planet earth. The origins and evolution of rocks and minerals, oceans, atmosphere and life, and their interactions are considered.

Beginning students will enrol in GEOL/GEOG 120, Introduction to Earth Science, a core course intended to introduce students to geology. Students have the option of considering this course terminal (3 unassigned credits in Geography at SFU or 1½ unassigned Geology credits at UBC). During the second semester, students may couple Introduction to Earth Science with (the second semester) GEOL 210: Our Changing Earth. This sequence is equivalent to Geology 105 or Geology 107 at UBC or 6 unassigned Geography credits at SFU. The sequence GEOL/GEOG 120 and GEOG 110 is the equivalent of Geography 101 at UBC or Geography 111 plus 3 unassigned Geography credits at SFU.

SEMESTER I
PHY 100 or 110
CHE 110
MAT 120
GEOL/GEOG 120
*ENG

SEMESTER II
PHY 200 or 210
CHE 210
MAT 220 and 131
GEOL 210
*ENG

SEMESTER III

GEOL 370
GEOL 320
MAT 321
CHEM 310
BIOL 110

SEMESTER IV

GEOL 470
GEOL 421
EDP 101
CHEM 410
BIOL 210

*During both semesters, any 2 of: English 100 (or 200) and 101, 102, 106, 109, 114, 151 must be included.

Students intending to enrol in the Earth and Space Science major in the Faculty of Education at UBC require GEOL/GEOG 120, GEOL 210.

GEOL 120 Introduction to Earth Science 3 credits

This is an interdisciplinary course combining geology and physical geography. Approximately half of the semester is concerned with geomorphology with emphasis on origins and development of the earth's landscapes by such processes as weathering, mass wasting, running water, glaciers, wind and waves. The other half is concerned with geological phenomena such as rocks and minerals, interior of the earth and geologic time scale.

Prerequisite: None
Lecture: 2 Laboratory: 2
Transferable

GEOL 210 Our Changing Earth**4 credits**

Our Changing Earth is the study of the Lower Mainland of British Columbia through extensive fieldwork. Students will be expected to attend a number of field trips during the laboratory part of the course. Lectures will be concerned with the origin and structure of the earth and particular emphasis is placed on continental drift.

Prerequisite: GEOL/GEOG 120

Lecture: 2 Laboratory: 4

Transferable

GEOL 230 Geology and Man**3 credits**

This course offers a study of environmental geology. Emphasis is placed on the use of geologic data to plan urban areas. Problems associated with ground water, waste disposal, mineral extraction and geological engineering are investigated.

Prerequisite: GEOL 120 or GEOG 120

Lectures: 2 x 3

Transferable

GEOL 320 The Fossil Record**4 credits**

The fossil record, ancient populations, applications of the fossil, taxonomy and the species concept in paleontology and evolution of selection animals and plants are outlined in this course.

Prerequisite: GEOL 120 or permission of instructor

Lecture: 2 Laboratory: 2 Seminar: 1

Transferable

GEOL 321 Sedimentology**4 credits**

Sedimentology introduces students to sediments and sedimentary rocks, sediment transportation and deposition, diagenesis, composition, texture and structure, defraitional environments, facies and correlation.

Prerequisite: GEOL/GEOG 120

Lecture: 3 Laboratory: 3

Transferable

GEOL 370 Crystallography**4 credits**

Crystallography covers the topics of crystal symmetry,

classes and systems; nomenclature and stereographic protection of crystals; crystal identification; space lattices and crystal chemistry. The course is essential for all geology majors and should be taken in the second year of study. CHE 200 or 210 and PHY 200 or 210 are advisable but not prerequisites.

Prerequisite: GEOL/GEOG 120

Lecture: 2 x 3

Transferable

GEOL 421 Stratigraphy**4 credits**

This course gives an introduction to the study of sedimentary rocks. Topics include: identification of sedimentary rocks, sedimentary deposits, strata, historical concepts, geologic time, correlation, deformation of strata and interpretation of geologic maps.

Prerequisite: GEOL/GEOG 120 and GEOL 321

Lecture: 2 Laboratory: 2

Transferable

GEOL 470 Mineralogy**4 credits**

A second-year specialized course for students continuing to more advanced studies in geology. Mineralogy outlines the fundamentals of crystal chemistry as applied to minerals, physical and chemical properties of minerals, mineral genesis, determinative mineralogy, mineral classification, igneous and metamorphic petrology.

Prerequisite: GEOL 370

Laboratory: 2 x 3

Transferable

CON 321 Construction [Urban] Geology**3 credits**

This course studies geologic factors, such as types of soils and their suitability for construction and for sewage disposal systems, reading and understanding of soil tests, ground water, slope stabilities and suitability of building stones, as they affect urban construction.

Prerequisites: CON 120, 220 for Construction Management students, nil for engineering students

Lecture: 2 Laboratory: 2

GERONTOLOGY-SEE HUMAN SERVICES

GRAPHICS AND COMMUNICATIONS ARTS

GRA 100 Drawing I**3 credits**

Students will learn to communicate specific information by solving various drawing problems. Using various drawing media, they will produce basic perspective and anatomical drawings involving both inanimate and life studies. Students will learn to be competent in such dry drawing media as pencil, charcoal and chalk and brush and ink.

Lecture: 1 Laboratory: 5

GRA 110 Commercial Illustration I**3 credits**

Students will gain a basic introductory knowledge of the principles and techniques of commercial illustration, including: analysis of perspective, line, tone, wash, colour, anatomy, texture and composition. Emphasis will be on basic techniques, media and equipment.

Lecture: 1 Laboratory: 5

GRA 120 Graphic Design I**3 credits**

This course introduces students to the principles and techniques of applied design. Students will learn two-dimensional design elements, including type, illustration and photography. They will also learn how to combine them in layouts to visually communicate ideas, events, moods and situations to motivate the reader.

Lecture: 1 Laboratory: 5

GRA 135 Introduction to Advertising**2 credits**

This course offers a survey of advertising media, methods and practices. Students will study marketing procedures, motivational research, advertising economics, merchandising and sales. Emphasis is on current trends and the role of graphic artists and their contemporaries in the changing economic pattern.

Lecture: 1 x 3

GRA 150 Photographics I 2 credits

Students in this course will learn the principles and techniques of black and white photography, particularly pertaining to the reproduction aspect of photography in print. Use of the 35 m SLR camera, enlargers and various photographic equipment and materials and exploration of the camera as a potential design tool are included.

Lecture: 1 Laboratory: 2

GRA 152 Graphics & A/V Production I 2 credits

This course introduces students to the principles, methods and techniques applied to the production of audio-visual programs. Students will learn the basic technology and use of A/V related equipment and will produce titles, backgrounds and graphs to supplement A/V programs.

Lecture: 1 x 3

GRA 151 Technology of Graphic Communications 3 credits

This course surveys technical procedures in graphic communications. Students will learn about type, copyfitting, typesetting, reproduction techniques and processes, paper, binding and methods of preparing a graphic image for print, through lectures and related exercises.

Lecture: 1 x 3 Laboratory: 1 x 1

GRA 200 Drawing II 3 credits

Students in this course will learn to communicate specific information by solving various drawing problems. Using various drawing media, they will produce basic perspective and anatomical drawings involving both inanimate and life studies. Students will learn to be competent in such drawing media as pencil, charcoal, chalk, brush and ink and pastel, to make more use of colour in their work.

Lecture: 1 Laboratory: 5

GRA 210 Commercial Illustration II 3 credits

Commercial Illustration II is a further study of the principles and techniques used in commercial illustration, including: advanced analysis of perspective, line, tone, wash, colour, composition, anatomy, texture, basic introduction to airbrush techniques, fluorographic process, double print and basic layout. The emphasis is on technical proficiency, deadlines and creative response.

Lecture: 1 Laboratory: 5

GRA 220 Graphic Design II 3 credits

This course is a further study of the principles and techniques of applied design for informative and advertising situations. Students will analyse graphic design problems and choose appropriate media to solve them. Emphasis will be on typography and layout.

Lecture: 1 Laboratory: 5

GRA 250 Photographics II 2 credits

Students in this course will learn the principles and techniques of producing camera-ready art for printing, using line art, half-tones, screentints, overlays and basic photo re-touching. Introductions are given to graphic art equipment and materials, including process camera, print processor and contact frame.

Lecture: 1 Laboratory: 2

GRA 252 Graphics & A/V Production II 3 credits

This course provides a comprehensive introduction to the production of a simple slide/sound program. Emphasis will be placed on planning and the actual production of a slide presentation, involving design elements, creative techniques, audio planning, production and presentation.

Lecture: 1 x 1½ Laboratory: 1 x 4½

GRA 121 History of Graphic Design 2 credits

History of Graphic Design is a survey of the origins and major developments in visual communication design. Students will learn about concepts, techniques and styles in graphic arts related to the general cultural, social and political background of the times. Emphasis will be placed

on: the evolution of the Western alphabet, early printing, the emergence of the graphic designer in the 19th and 20th centuries and the present-day Canadian designer.

Lecture: 1 x 3

GRA 300 Drawing & Painting I 3 credits

Drawing and Painting I students will learn to solve presented drawing and painting problems and will increase their competence in the use of various drawing and painting media. They will work from inanimate and life studies, with emphasis on the human form.

Lecture: 1 Laboratory: 5

GRA 310 Commercial Illustration III 3 credits

Students in this course will learn to present messages, events, ideas and values in a visual form, using a variety of illustrative techniques. Creative ideas will be developed through to the final working drawings for reproduction, with emphasis on costing and deadlines. Photo retouching techniques will be introduced.

Lecture: 1 Laboratory: 5

GRA 320 Graphic Design III 3 credits

This course will teach students how to communicate specific information by solving complex visual design problems. They will produce layouts for various graphic reproduction processes using letterforms. Relevant technical skills include: rendering, reproduction considerations and specifications, presentation methods, cost factors and deadlines.

Lecture: 1 Laboratory: 5

GRA 350 Photographics III 2 credits

Students in this course will learn the principles and techniques of colour photography, particularly pertaining to the reproduction of colour photography in print, using 35mm camera, colour enlarger and various photographic equipment. Students will also expand their knowledge of using the photographic image as a design element, with more advanced use of the process camera and photographic material.

Lecture: 1 Laboratory: 2

GRA 352 Intermediate Graphics & A/V Production III 3 credits

This course offers a further study of the principles and techniques of design in audio-visual production. Students will produce advanced colour slide presentations, learn and experiment with basic animation techniques, produce short animated films, develop an ability to analyze the structure and appreciate the possibilities of design in this medium.

Lecture: 1 x 1½ Laboratory: 1 x 4½

GRA 400 Drawing & Painting II 3 credits

Students will continue to learn to solve presented drawing and painting problems in this course and increase their competence in the use of various drawing and painting media. They will again work from life and still-life objects and will begin to express individual ideas and concepts through the use of the above media.

Lecture: 1 Laboratory: 5

GRA 410 Commercial Illustration IV 3 credits

Commercial Illustration IV students will apply methods and techniques acquired during previous semesters to attain a degree of professionalism which will produce assignments suitable for portfolios and employment interviews.

Lecture: 1 Laboratory: 5

GRA 420 Graphic Design IV 3 credits

In this course students will produce a major typographic project for their portfolio, based on specific information and technical requirements. Type selection, layout, typesetting, presentation and production will be major components in this course. Technical considerations, cost factors and time limitations will also be covered.

Lecture: 1 Laboratory: 5

GRA 450 Photographics IV**2 credits**

Students in this course will apply the knowledge and skills acquired in previous photographic courses to individual projects. Projects will consist of designing and producing camera-ready art, with emphasis on photographic images, for multi-colour production.

Lecture: 1 Laboratory: 2

GRA 452 Graphics & A/V Production IV**3 credits**

Graphics & A/V Production is an advanced study of the principles and techniques of design in animated film (story-board, script, final artwork). Emphasis will be placed on students developing career-related skills involving complex design and production problems. An introduction to basic video design, production and equipment will also be given.

Lecture: 1 x 1½ Laboratory: 1 x 4½

HEALTH SERVICES

Programs and courses in this division are based on trends in the health-care delivery system. The concepts of career mobility and core curriculum are central. Future programs will be in general support areas in the health care field. Programs presently available are: a basic Chairside Dental Assistant training program; an upgrading program to the certification level for employed Chairside Dental Assistants and a training program in Nursing to the Long Term Care Aide, Registered Nurse or Registered Psychiatric Nurse level. See each Program Description for specific details.

HS 140 Communications Skills in Health Care**2 credits**

This course will emphasize effective communication and interpersonal relationships with patients/clients and with members of the health care team. It is designed for students enrolled in the dental assistant program and the Long Term Care Aide program.

Prerequisite: None

Lecture: 1 Laboratory: 1

No transfer credit

The following courses are restricted to students enrolled in the nursing programs.

HS 201 Health Promotion**2 credits**

This course emphasizes the maintenance and promotion of personal health. A wholistic approach to health, fitness and

coping with stresses of everyday living are explored. Students will expand their communication skills in the promotion of health, applying principles of learning. Community agencies concerned with various aspects of health promotion are discussed.

Seminar: 2

No transfer credit

HS 410 Dialogues II**1 1/2 credits**

This course will continue the emphasis on communication skills and on the maintenance and promotion of health in working with others. Students will increase their skills in the application of communication techniques that facilitate nurse-patient interaction. Emphasis will be placed on facilitative and problem-solving interviewing with practice in simulated laboratory situations.

Laboratory: 2

No transfer credit

HS 510 Dialogues III—A Laboratory Course in Human Relations for Nurses**1 credit**

This course emphasizes specific communication skills relevant to the practice of nursing within the health care system. It is an application of the theory presented in Nursing Survey, Nursing 520.

Laboratory: 1 Seminar: 1

No transfer credit

HISTORY

Douglas College history courses are designed not only to acquaint students with the periods or regions specified in the course titles, but also to introduce and develop skills necessary for a full appreciation of history. These include research methods, comparison of historical interpretations, analysis of historical problems and clear expression of ideas on historical topics. Students planning to major in history are advised to take the basic introductory course HIS 100 early in their program, and to consult the university to which they intend to transfer to ascertain its requirements.

HIS 100 The Meaning of History**3 credits**

This course reveals the prime roles of history—as a source of interest and enjoyment and as a means toward greater understanding of the human condition. Examples are drawn from various periods of history and from the works of outstanding historians. Recommended for students planning to major in history at SFU.

Prerequisite: None

Lecture: 2 Tutorial: 2

Transferable

HIS 101 From Rome to Renaissance: Europe 400-1500**3 credits**

This course briefly explains the importance of the Roman heritage to Western Civilization, then deals with the changes resulting from the settlement of Germanic and Slavic tribes in new locations. The emergence of feudal society and manorial economy is examined and the importance of the Medieval Church stressed. The course then discusses the revival of European trade and city life and deals with the achievements of the High Middle Ages, the emergence of strong monarchies in the West, the rise and decline of the Holy Roman Empire and the growing secularization of society. It ends with the development and eventual spread of the Italian Renaissance and an appraisal of the consequences of the Spanish and Portuguese discoveries.

Prerequisite: None

Lecture: 2 Tutorial: 2

Transferable

HIS 102 From Religious Reformation to Industrial Transformation: Europe 1500-1900**3 credits**

This course examines the Reformation, the rise and fall of Spain, the Thirty Years War and the emergence of

parliamentary predominance in England. It then deals with the creation of the Hapsburg state in Central Europe, Louis XIV's France and the rise of Russia to Great Power status. The development of the modern scientific spirit, the Enlightenment and Baroque cultures are discussed against the background of the emergence of Prussia and the decline of the ancient regime. Emphasis is placed on the French Revolution and its universal effects. The course then discusses the First Industrial Revolution, deals with the ideas of nationalism and liberalism, the year of revolutions—1848 and the subsequent unification of Italy and Germany and the emergence of the modern Balkan states. It ends with a treatment of the Second Industrial Revolution, Imperialism, the modern inventions and the advance of democracy and social reform.

Prerequisite: None

Lecture: 2 Tutorial: 2

Transferable

HIS 109 British Columbia History: The Nineteenth Century 3 credits

This course will survey 19th century British Columbia history, including Indian-White relations, the fur trade era and the colonial and post-confederation periods.

Prerequisite: None

Lecture: 2 Tutorial: 2

Transferable

HIS 110 The Fraser Valley 3 credits

This course is a follow-up to HIS 109 and is a study of the local history of the Fraser Valley, emphasizing the 20th century development of local and ethnic communities.

Prerequisite: None

Lecture: 2 Tutorial: 2

Transferable

HIS 112 Quebec in Canada 3 credits

Quebec in Canada is an historical inquiry into the evolution of French Canada from the British Conquest to the present.

Prerequisite: None

Lecture: 1 Seminar: 3

Transferable

HIS 113 Canada 1763-1867: A Century of Change 3 credits

This course examines the basic conditions of British North America between the British Conquest and Confederation. It stresses the examination of internal and external political, social and economic forces that shaped Canadian history.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable

HIS 114 Canada 1867-1967: Development and Compromise 3 credits

This course examines developments in Canada from 1867 to 1967. It stresses the examination of internal and external political, social and economic forces which shaped Canadian history and the varying historical interpretations of these forces.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable

HIS 120 Illusion and Disillusion: Europe 1900-1939 3 credits

This course examines the illusions that preceded World War I and the disappointed hopes and frustrations that led to World War II. It stresses political responses to the social and economic changes that characterized the period.

Prerequisite: None

Lecture: 2 Tutorial: 2

Transferable

HIS 121 From Destruction to Rejuvenation: Europe Since 1939 3 credits

This course starts with World War II and traces the recovery

of Europe from devastation to new prosperity. The division between East and West is discussed, the new role of Europe in the world is appraised and new patterns of political, cultural, social and spiritual life are examined.

Prerequisite: None

Lecture: 2 x 2 Seminar 2 x 1

Transferable

HIS 122 Problem Studies in German History 3 credits

This course examines problems drawn from various periods of German history: late medieval political disunity, Germans and Slavs, effect of the Reformation, the rise of Prussia, German responses to the French Revolution, nationalism and liberalism, unification and empire, Nazism, Germany divided.

Prerequisite: None

Lecture: 2 Tutorial: 2

Transferable

HIS 123 Britain 1815-1914 3 credits

This is an introductory survey of British history from the end of the Napoleonic Wars to the beginning of the First World War.

Prerequisite: None

Lecture: 2 Tutorial: 2

Transferable

HIS 130 20th-Century Russia and the Soviet Union 3 credits

This course covers the main lines of development and the problems of Imperial Russia and the Soviet Union from 1900 to 1964. The Marxist-Leninist doctrine of history and various interpretations of Russian and Soviet history are discussed.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable

HIS 140 Nation in Conflict: The U.S.A. in the 20th Century 3 credits

This course covers the historical roots and modern aspects of contemporary United States problems relating to race relations, the American democratic traditions, economic structure and foreign policy. It focuses on origin, events and effects.

Prerequisite: None

Lecture: 2 Tutorial: 2

Transferable

Note: American Studies 3 credits

American Studies is a two-semester interdisciplinary course combining ENG 102 and HIS 140 (Nation in Conflict: The U.S.A. in the 20th Century) within an interdisciplinary framework. The complexity of the 20th century society is better understood when the rich literary and historic sources are incorporated in an interdisciplinary format that helps to overcome the limited focus of the traditional approach in these subject areas. Both areas are complementary and their integration enhances the learning experience. (See listing under General Studies for transfer information.)

HIS 142 The United States from Colonization to Nationhood 3 credits

This is an historical and historiographical inquiry into the growth of the United States from initial colonization to the presidency of Jefferson.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable

HIS 150 An Introduction to Modern Chinese History 3 credits

This course covers the late imperial era (1839-1911), the transitional republican period (1912-1949) and the present communist stage. It emphasizes the post-1920 era, when the main theme of Chinese history was the struggle between nationalists and communists, and the war of resistance

against Japanese aggression, culminating in the rise of Mao and establishment of the People's Republic.

Prerequisite: None

Lecture: 4

Transferable

HIS 160 Women in Canadian History 3 credits

This is a study of the history of women against the wider background of Canadian history. Introductory units will survey women's status, roles and lives in Canadian and North American societies from 1600 to the present. The main focus of the course will be Canadian women's domestic, political and economic history from the mid-nineteenth to the mid-twentieth century.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable

HIS 170]

HIS 171]

HIS 172]

[TOPIC A

[TOPIC B

[TOPIC C

[1 credit each

[

These courses focus on current historical, political, economic and/or cultural problems which face Canadians. Changing national or world problems will dictate the specific course topic content with each section and topic that is offered.

Prerequisite: None

Lecture: 1 Seminar: 1

No transfer credit

HUMAN DEVELOPMENT

Human Development courses are designed and taught by Counselling Faculty. The objectives of these courses include establishing a classroom climate to facilitate personal growth and the development of personal skills through discussions and planned learning experiences in the areas of life style, life skills, career planning and exploration and interpersonal communications.

HUD 100 Personal Growth and Awareness 3 credits

This course is designed to help individuals become more aware of how they function as people as opposed to roles, e.g. how they express their feelings, how they accept personal responsibility, how they relate to others, what they communicate verbally and non-verbally. The group provides an experiential setting for individuals to discover themselves and others.

Prerequisite: None

Laboratory: 1 Seminar: 1

No transfer credit

HUD 102 O.I.A. Advising Method and Skills 3 credits

This course is designed to develop skills in the following areas: individual and information advising, referring clients to other personnel and interacting with a wide variety of individuals. Emphasis is placed on developing an understanding of the role and function of the paraprofessional person and integrating information giving skills in the helping process.

Prerequisites: Admission to the Occupational Information Advisor Program

Lecture: 3 Seminar: 1

No transfer credit

HUD 121 O.I.A. Applied Testing 3 credits

This course is designed to train students to administer, score, profile and store standardized aptitude, interest, achievement, personality tests and inventories. Students will also develop some understanding of test policy and theory and the use of test in educational/vocational counselling situations.

Prerequisite: Admission to the Occupational Information Advisor Program

Lecture: 3 Seminar: 1

No transfer credit

HUD 122 O.I.A. Group Information Methods and Skills 3 credits

This course is designed to develop information giving skills to groups in the community or within the agency in the following areas: orientation, tours, seminars, information booths, preparing and using audio-visual information and

advertising programs. Emphasis is placed on preparing and giving information to various community and user groups.

Prerequisite: Admission to the Occupational Information Advisor Program

Lecture: 3 Seminar: 1

No transfer credit

HUD 123 O.I.A. Information Development Methods and Skills 3 credits

This course is designed to develop skills in information gathering including identification of sources, retrieval, storage, ordering, coding, production classification and displaying, with special application to career resource centres.

Prerequisite: Admission to the Occupational Information Advisor Program

Lecture: 3 Seminar: 1

No transfer credit

HUD 124 O.I.A. Field Placement 6 credits

The field placement consists of six weeks of full time work experience in the community agencies. The agencies selected will offer students an opportunity to be involved in helping roles and to take on the responsibility of an Occupational Advisor.

Prerequisite: Admission to the Occupational Information Advisor Program

Thirty days of full time work experience

No transfer credit

HUD 130 Human Sexuality 3 credits

This course provides an opportunity to acquire information and to discuss current attitudes as they relate to the field of human sexuality, sex roles and responses, changing values and life styles, sexual behaviours and mo'eres.

Prerequisite: None

Lecture: 2 Seminar: 2

No transfer credit

HUD 141 Lifestyle Options 1½ credits

This half-semester course begins by examining the structure of each individual's life style—the needs, values and beliefs that make us who we are. Students re-evaluate goals and directions in a process of awareness and informed decision-making. Discussion then centres on dynamic ways of dealing with the uncertainties of the present and future world. This course is intended to be of service to a variety of groups and different clienteles and will be modified to suit their needs.

Prerequisite: None

Laboratory: 1 Seminar: 3

No transfer credit

HUD 142 Career Explorations 1½ credits
Choosing a career is a big decision. This course is designed to assist you in making an informed choice through group discussions, planned learning experiences, interest and aptitude tests, development of goal setting and decision-making strategies, skills in the use of the Career Resource Centers and other career information sources. By the end of the course students will have the skills to assess a career in relationship to interest, skills, aptitudes and lifestyles.

Prerequisite: None
Laboratory: 1 Seminar: 3
No transfer credit

HUD 160 Interpersonal Communication and the Helping Process 3 credits

This is an integrated course designed to offer students experience in learning basic communication skills for use in everyday life as well as introducing the use of those skills in one-to-one helping relationships. The course will be of special interest to those involved or who want to become involved in "helping" roles in their communities.

Prerequisite: None
Seminar: 3 Student Directed Learning: 1

No transfer credit

HUD 260 Interpersonal Communication Skills 1½ credits
This is an intensive half-semester seminar and practicum approach to improve basic skills in the one-to-one helping process.

Prerequisite: HUD 160, or other courses (credit or non-credit) with similar content, or permission of the instructor

Seminar: 3 Student Directed Learning: 1

HUD 263 Group Process and Leadership Styles 3 credits
This course will consider aspects of the dynamics of groups including member roles and functions, stages of group development and strategies for improving group effectiveness. It will also consider the function of leadership, the relationship of the leadership function to the stage of group development and the appropriateness of a variety of leadership styles.

Prerequisites: HUD 160, or other courses (credit or non-credit) with similar content, or permission of the instructor

Seminar: 3 Student Directed Learning: 1
No transfer credit

HUMAN SERVICES

HMS 100 Human Services Introductory 3 credits

This core course is required in the Alcohol and Drug Education, Child Care Worker, Community Social Service Worker and Therapeutic Recreation Aide Programs. It is designed to introduce students to the principle of normalization. The focus will be on the integration, planning and provision of services, the environmental aspects and considerations related to the receivers and providers of service.

Prerequisite: None (Practitioners who are taking the Child Care Program part-time should include this core course among the first five courses taken.)

Lecture: 5 hours x 9 weeks
Transfer credit limited

HMS 101 Behavior Management 3 credits

This course is an introductory study of the techniques used in managing human behavior. Techniques in observing and measuring behavior will be studied and various theories of behavior management will be discussed. Particular emphasis will be placed on the development of skills used in helping change behavior.

Prerequisite: None
Lecture: 5 hours x 9 weeks
Transfer credit limited

HMS 102 Community Resources 3 credits

This course will provide information on, and an analysis of, various community service systems, formal and informal, public and voluntary, traditional and newly-established, which provide human services in a community. Special consideration will be given to communication and cooperation among resource groups and referral agencies.

Prerequisite: None
Lecture: 4
No transfer credit

HMS 110 Child Growth and Development—Introductory 3 credits

This course provides students with basic knowledge of general principles of child growth and development from

conception to middle childhood. Introduction to fundamental research methods in child study will be co-ordinated with guided experience in observing and recording behavior of young children. A prerequisite for all other courses in the E.C.E. Program.

Prerequisite: Enrolment in the E.C.E. Program
Lecture: 4

No transfer credit

HMS 111 Research Findings of Drug Use and Abuse 3 credits

This course is designed to give students a basic understanding of epidemiological research. It is not intended to teach research skills but rather to provide students with a sufficient understanding of the methods and limitations of research, enabling them to grasp the significance of a particular research document. Also, the course will cover historically significant and current Canadian and B.C. research as well as sources of data.

Prerequisite: None
Lecture: 2 x 2
No transfer credit

HMS 113 Learning and Development 3 credits

This course is designed to provide students with an awareness of growth and development in the prenatal period, infancy, childhood and adolescence. The major theories of development are described and evaluated. Major mile-stones in physical, cognitive and emotional/social growth are identified and discussed. Deviances from these norms are discussed. The course also emphasizes the practical implications of important studies in child development.

Prerequisite: None
Lecture: 5 hours x 9 weeks
Transfer credit limited

HMS 131 Drug Abuse: Pharmacology & Physiology 3 credits

This course will cover the pharmacology of the drugs of

abuse including narcotics, depressants, stimulants, hallucinogens, cannabis, solvents and tobacco; the factors that affect drug response and how drugs work in the body.
Prerequisite: None
Lecture: 2 Seminar: 1/2
No transfer credit

**HMS 134 Medical Implications/
Causation and Effect 3 credits**

This course is designed to provide students with a recognition of the whole person and the relation of disability to ability by outlining functional limitations and their effect on the vocational process. The emotional and social implications; effects of chemo-therapy, prosthesis, and mental restoration process of both developmental and adventitious handicapping conditions will be covered.
Prerequisite: None
Lecture: 4
No transfer credit

**HMS 135 The Older Person: 3 credits
Understanding the Physical Aspects**

This course is designed to advance some of the studies touched upon in HMS 145. There is heavy emphasis on student involvement and participation. Students will learn by doing and feeling and by actually experiencing various physical limitations.
Prerequisite: None. Students are encouraged to take HMS 145 or concurrently.
Lecture: 2 Seminar: 2
No transfer credit

HMS 140 Working With Children—Introductory 3 credits

This course enables students to achieve basic skills and techniques in planning and implementing developmental programs and guidance methods for young children in various organized pre-school settings. The importance of the social environment will be examined in depth. Special attention will be given to factors contributing to formation of stable relationships.
Prerequisite: Enrolment in the E.C.E. Program
Lecture: 2 Seminar: 2
No transfer credit

**HMS 142 Skills and Methods 3 credits
- The Skilled Worker**

This course is designed for students in Human Services programs. It will introduce students to the processes involved in the helping relationship: perception & communication skills for effective helping, stages of the helping interview, core dimensions in the helping relationship and facilitation of action programs. The basic theoretical approaches in the helping field will be surveyed.
Prerequisite: Enrolment in Human Service Program (Specialties: CCW, CSSW, V.S.W. & A. & D.)
Lecture: 2 Seminar: 1
Transfer credit limited

**HMS 144 Counselling Techniques/
Intervention Skills 3 credits**

This course will provide students with the objectives of the counselling process, with particular emphasis on identifying the problem, gaining client participation, a working knowledge of testing and evaluation techniques and pitfalls of the vocational counsellor. It will include perception and communications skills, assertiveness training and problem-solving techniques.
Prerequisite: None
Lecture: 4
No transfer credit

HMS 145 Working With The Older Person 3 credits

This course is designed for those involved in caring for the older person, whether on a volunteer, paid or family basis. It covers the social, psychological and physical aspects of

aging and provides information and direction to assist students in dealing with them.
Prerequisite: None
Lecture: 2 Seminar: 2
No transfer credit

HMS 146 Basic Skills for Foster Parents 3 credits

This course is designed for experienced foster parents who want to improve their basic skills and effectiveness in working with children, natural parents, social service personnel and other community resource personnel.
Prerequisite: Students must be engaged in foster parenting

HMS 147 Basic Social Work Methods 3 credits

This is a basic course in the Direct Service Methods of Social Work—case-work, group work and community development and organization. It will examine the major concepts, principles, values and modes of intervention used if effecting change in individual, family, small group and community functioning.
Prerequisite: Applicants must be practicing Social Service Workers and must be initially evaluated for advance credit toward Social Work Registration by the Registrar of the Social Worker's Registration Act of B.C. (Telephone 732-1255 for further information regarding Social Work Registration evaluation).

**HMS 148 Human Behavior and 3 credits
the Social Environment**

This course examines the factors that underlie an individual's social functioning. Throughout the course, emphasis will be placed on the implications for realizing Social Work objectives of maintaining, restoring or enhancing functioning.
Prerequisite: Applicants must be practicing Social Service Workers and must be initially evaluated for advance credit towards Social Work Registration by the Registrar of the Social Worker's Registration Act of B.C. (Telephone 732-1255 for further information regarding Social Work Registration evaluation.)

HMS 149 Basic Skills for Group-Home Parents 3 credits

This course is designed for group-home parents to enhance their basic skills in providing care and nurture for children in group-home settings. The roles and responsibilities of the group-home parents are studied, as well as community resources affecting the functioning of individual group homes. The importance of relationships and child-developmental knowledge as these pertain to the practical group-living situation is an integral part of the course.
Prerequisites: None, but experience in the work is desirable
Four weekends
No transfer credit

HMS 150 Workshop Seminar—Introductory 3 credits

Students participate in and plan various activities that are appropriate for use in day-care and pre-school centres in this course. These include art and creative activities, music, rhythm and creative movement, science and social experiences and communication through language and literature for young children.
Prerequisite: Enrolment in the E.C.E. Program
Workshop: 4
No transfer credit

**HMS 153 Activities and Routines in 3 credits
Living - Introductory**

This course is designed to introduce students to the importance of activities and routines. The material is related to a wide range of disabilities. Health and safety maintenance, daily routines, self care skills and specific means to broaden an individual's horizon are included in the course.

Prerequisite: None
Lecture: 5 hours x 9 weeks
Transfer credit limited

HMS 154 Effective Production Skills in Vocational settings 3 credits

Students in this course will learn basic principles of efficient flow lines, task analysis, and job modification, production and inventory controls, costing and processing within a work setting, as well as a working knowledge of the tools of work (bills, invoices, docket sheets, work sheets). Some time will be devoted to instructional techniques, goal, identification and setting.

Prerequisite: None
Lecture: 4
No transfer credit

HMS 155 The Older Person: Practical Aspects of Communication and Activation 3 credits

This course is designed to assist students to understand their own relationship in human service situations, whether on a professional or personal level and to advance some of the studies touched upon in HMS 145.

Prerequisite: None. Students are encouraged to take HMS 145 before or concurrently.
Lecture: 2 Seminar: 2
No transfer credit

HMS 160 Career Relations & Resources -Introductory 3 credits

This course is designed for those entering the Early Childhood Education field. It explores career skills for effective relationships with parents, colleagues and administrators, and the utilization of community resources. Course content will relate specifically to the career responsibilities of meeting the needs of young children in the E.C.E. setting.

Prerequisite: Enrolment in the E.C.E. Program
Lecture: 2 Seminar: 2
No transfer credit

HMS 161 Intervention and change: the Chemically Dependent 2 credits

The intent of this course is to give students a general knowledge of the conceptual models of chemical dependency and a description of how and why society deals with chemical dependency. Course content will include conceptual models, historical aspects, law and social policy, economic cost benefits, provincial strategies, treatment modalities and the B.C. system of care.

Prerequisite: None
Lecture: 2 Seminar: 1
No transfer credit

HMS 164 Vocational Services Process 3 credits

This course is designed to introduce students to the principles of normalization and provide an understanding of the social/vocational implications of handicaps as they pertain to the world of work. Identification of the work ethic as well as training techniques and methods will be covered. This course will include a history of vocational services to the handicapped and outline the range of suitable occupations.

Prerequisite: None
Lecture: 4
No transfer credit

HMS 166 Occupational Alcoholism: Employee Assistance Program 3 credits

Management and labour groups have found it makes good sense to provide services in the work place for employees whose on-the-job performance may be affected by their health or personal problems. But how is this done? Who should be involved? How much does it cost? This course is designed to introduce participants to the field of employee assistance programming (E.A.P.) in general and to

Occupational Alcoholism in specific. This course is offered on a limited basis.

Prerequisite: None
Lecture: 2 x 2
No transfer credit

HMS 180 E.C.E. Practicum 3 credits

This course provides students with direct experience and involvement with infants and young children in various practicum placement centres. Students will spend two days a week in assigned practicum centres throughout the entire semester.

Prerequisite: Enrolment in the E.C.E. Program
Practicum in the field (off campus): Two days a week plus one full week
No transfer credit

HMS 182 Community Service Field Work 3 credits

These field placements provide an opportunity for students to learn-by-doing under direction and supervision. Students apply classroom learning as well as their own unique life experience to their work in various human service agencies in the community two days week. Students also attend a two-hour-weekly discussion group conducted by their field work instructor to assist in integrating classroom learning with their field work practice and to share ideas, thoughts and feelings pertinent to their field work.

Prerequisite: Enrolment in the Community Service Worker Program
Field Work: Two days a week
No transfer credit

HMS 183 Child Care Practicum I 5 credits

The practicum in this course comprises two four-week blocks of realistic work experience in community settings. Students will experience involvement with developmentally disabled individuals in residential and/or day programs under supervision of a staff member in the setting and an instructor from the College program. There are three-week modules of classroom learning before and after each practicum block. During the practicum, there are weekly seminars which are essential in the integration of classroom material and field work experience.

Prerequisite: Enrolment in the full-time Child Care Worker Program
Two four-week experiences
Transfer credit limited

HMS 200 Human Services Advanced 3 credits

This core course is required in the Drug and Alcohol Specialty, Child Care Worker and Community Social Service Worker Programs. It introduces students to the structure and process of community-based human service systems, including their administration and policy guidelines, evaluation, volunteer programs and current legislation. The Program Analysis of Serviced Systems (PASS) will be explained. All this will be discussed within the principle of normalization.

Prerequisite: HMS 100
Lecture: 5 hours x 9 weeks
Transfer credit limited

HMS 201 Family and Change 3 credits

This course is an introductory study of the family as a dynamic system. Emphasis will be placed on examining skills necessary in working with families, especially families in crisis. Core material will be presented which outlines the major assumptions governing family structure and process. This material will be looked at in terms of systems theory.

Prerequisite: HMS 101
Lecture: 5 hours x 9 weeks
Transfer credit limited

HMS 210 Child Growth and Development -Advanced 3 credits

This course provides students with a knowledge of theories

of personality development from infancy to middle childhood. Emphasis is placed on developmental sequence and personality integration. Mental health, primarily focused on developing trust and security in the adult-child relationship is studied. Techniques for identifying and assessing personality patterns in young children are also explored.

Prerequisite: HMS 110

Lecture: 4

No transfer credit

HMS 233 Individual Differences 3 credits

This course is designed to acquaint students with the wide spectrum of developmental disabilities and individual differences which exist. The course attempts to examine the etiology of these disabilities and differences, as well as looking at traditional and innovative approaches to dealing with them.

Prerequisite: None

Lecture: 5 hours x 9 weeks

Transfer credit limited

HMS 240 Working with Children-Advanced 3 credits

Students acquire further skills, knowledge, and attitudes in this course that will enable them to plan a physical and social environment conducive to supporting and developing the child's total personality.

Prerequisite: HMS 140

Lecture: 2 Seminar: 2

No transfer credit

HMS 242 Skills and Methods -The Group Worker 3 credits

This second-semester skills course concentrates on training the student to work effectively in task oriented groups. It focuses on both content and process, and presents a functional leadership theoretical orientation.

Prerequisite: HMS 142

Lecture: 2 Seminar: 2

No transfer credit

HMS 243 Group Work in Child Care 3 credits

This course will emphasize the potential uses of groups in the Human Services field. The major themes of the course will be the examination of various types of groups and their inter-relatedness, examination of roles, membership leadership styles, group process and methods. The central focus will be how to work in groups to provide the development of individual potential.

Prerequisite: HMS 142

Lecture: 5 hours x 9 weeks

Transfer credit limited

HMS 250 Workshop Seminar—Advanced 3 credits

Utilization of play materials for the purpose of developing specific skills and interests in children is covered in this course.

Prerequisite: HMS 150

Workshop: 4

No transfer credit

HMS 253 Activities and Routines in Living-Advanced 3 credits

This course is a study of a spectrum of activities in the total life of developmentally disabled individuals. The focus will be on activities in areas of leisure, home management and vocational preparation. The content will strongly emphasize how activities can be adapted to different developmental levels and disabilities and how individual potential can be maximized personally and socially.

Prerequisite: None

Lecture: 5 hours x 9 weeks

Transfer credit limited

HMS 260 Career Relations & Resources -Advanced 3 credits

This course is designed for those entering the Early

Childhood Education field. It advances the study of HMS 135 of career skills for effective relationships with parents, colleagues and administrators and the utilization of community resources. Course content will relate specifically to the career responsibilities of meeting the needs of young children in the E.C.E. setting.

Prerequisite: HMS 160

Lecture: 2 Seminar: 2

No transfer credit

HMS 262 Financial Assistance Skills 3 credits

This is a basic conceptual and technical course in the deliver of income assistance services in the province of British Columbia. It will examine statutes, regulations and policies, program administration, service delivery structures and procedures.

Prerequisite: Students must be graduates of/or in the final semester of the Community Social Service Worker Program at Douglas College or new financial assistance practitioners in the human services field.

Lecture: 2 Seminar: 1

No transfer credit

HMS 280 E.C.E. Practicum 3 credits

In this course, under the supervision and in-service assistance of sponsor supervisors and course instructors, students gain further opportunities for practical application of knowledge acquired in the core courses.

Prerequisite: HMS 180

Practicum in the field (off campus): Two days a week plus one full week

No transfer credit

HMS 281 Alcohol & Drug Practicum I 3 credits

This practicum is comprised of 140 hours of realistic work experience in alcohol and drug agencies in the community. Students will experience involvement with chemically dependent persons in residential and/or day programs under supervision of a staff member in the setting and a field work instructor for the College program. As part of this practicum students will attend a two-hour weekly seminar which will integrate classroom learning and field work experience.

Prerequisite: Enrolment in part-time Human Services—(Specialty—Alcohol & Drug Program)—Completion of Citation Program.

No transfer credit

HMS 282 Community Service Field Work 3 credits

These field placements provide an opportunity to learn-by-doing under direction and supervision. Students apply classroom learning as well as their own unique life experiences to their work in various human service agencies in the community two days a week. They also attend a two hour weekly discussion group conducted by their field work instructor to assist in integrating classroom learning with their field work practice and to share ideas, thoughts and feelings pertinent to the field work.

Prerequisite: HMS 182

Field Work: Two days a week

No transfer credit

HMS 283 Child Care Practicum II 6 credits

This practicum comprises two five-week blocks of realistic work experience in community settings. Students will experience involvement with developmentally disabled individuals in residential and/or day programs under supervision from a staff member in the setting and an instructor from the College program. There are three-week modules of classroom learning before and after each practicum block. During the practicum, there are weekly seminars which are essential in the integration of classroom material and field work experience.

Prerequisite: HMS 183

Two five-week experiences

Transferable to UVic

HMS 286 Alcohol & Drug Practicum II 3 credits
Continuing the development of practical skills commenced in HMS 281, this practicum is comprised of 140 hours of realistic work experience in alcohol and drug agencies in the community. Students will experience involvement with chemically dependent persons in residential and/or day programs under supervision of a staff member in the setting and a field work instructor for the College program. As part of this advanced practicum students will attend a two-hour weekly seminar which will integrate classroom learning and field work experience.
Prerequisite: HMS 281
No transfer credit

HMS 288 Child Care Practicum I 3 credits
Part-Time Program
This practicum comprises 140 hours of realistic work experience in a community setting. Students will experience involvement with developmentally disabled individuals in residential and/or day programs. The practicum includes discussions with College faculty supervisors focused on mastery of a set of competencies.
Prerequisites: 1) Verification of work or volunteer experience equivalent to HMS 183 Practicum
2a) Five CCW courses including HMS 100
2b) Verification of at least six to eight hours a week of volunteer or work experience during the period in which these courses were taken
One four week experience or equivalent
Transferable

HMS 289 Child Care Practicum II 3 credits
Part-Time Program
This practicum comprises 140 hours of realistic work experience in a community setting. Students will experience involvement with developmentally-disabled individuals in residential and/or day programs. The practicum includes discussions with College faculty supervisors focused on mastery of a different set of competencies.
Prerequisite: HMS 288
NOTE: HMS 288 plus HMS 289 is equivalent to HMS 283
One four week experience or equivalent
Transferable

HMS 340 Infant Care & Guidance 3 credits
This course is designed for those requiring specialized skills pertinent to infant and toddler care and guidance. Emphasis

is placed on adaptation of appropriate individual activities to various group care environments. Child development principles provide the basis for the study of program planning and implementation. The importance of parental involvement is stressed within the context of maintaining and strengthening the family unit.

Prerequisite: Registration under the Child Care Facilities Licensing Board or permission by the Early Childhood Education Program Co-ordinator.

Lecture: 2 hours Seminar: 2
No transfer credit

HMS 360 Administrative Skills for 3 credits
Early Childhood Education Centres

This course is designed for registered personnel in licensed Pre-School Centres and Early Childhood Education graduates of training programs recognized by the Provincial Child Care Facilities Licensing Board. It provides post-basic upgrading in administrative principles, organizational procedures and in legal/legislative information pertaining to the operation of a licensed Pre-School Centre in the Province of British Columbia.

Prerequisite: Pre-School Supervisor's status under the Provincial Child Care Facilities Licensing Board.

Lecture: 2 Seminar: 2
No transfer credit

HMS 380 Infant Care & Guidance Practicum 3 credits

This course is designed for the development of knowledge and skills related to the care and guidance of infants and toddlers in licensed group care. The practicum will comprise 240 hours in appropriate centres for this age group and will be under the supervision and in-service assistance of qualified sponsor supervisors and E.C.E. Instructors.

Prerequisite: Registration with Child Care Facilities Licensing Board and HMS 340

Practicum in the field (off campus): total of 240 hours.
No transfer credits.

HMS 440 Working with Special Needs Children 3 credits

This is a course to assist supervisors in gaining the skills necessary to work with special needs children who are integrated into a regular early childhood education setting. Emphasis is placed on understanding basic child development principles and developing particular strategies for working with individual special children.

Prerequisite: Registration under the Child Care Facilities Licensing Board or permission by the Early Childhood Education Program Co-ordinator

Lecture: 2 hours Seminar: 2
No transfer credit

HUMANITIES

HUM 100 The Twentieth Century [1900-1945] 3 credits

This course is an interdisciplinary approach to world literature from 1900 to 1945 to provide an understanding of the 20th-century mind as reflected in works of modern writers. It introduces major issues relating to the human condition in the present century. Works of imaginative literature are used to illustrate problems such as alienation, evil, freedom, morality and science, myth-making and dehumanization. The disciplines of Philosophy, History, Psychology, Fine Arts and Theology will be related to the works discussed.

Prerequisite: None
Lecture: 4
Transferable

HUM 110 Western Thought and Culture 3 credits

This is the first part of a two-semester course. It will impart

a knowledge of the major developments in art, literature, philosophy, religion and science which exerted a civilizing influence upon western man between 450 and 1550 A.D. Works of art and ideas will be illustrated by films, including the acclaimed BBC-TV series, "Civilization — a personal view", by Sir Kenneth Clark.

Prerequisite: None
Lecture: 2 Seminar: 2
Transferable

HUM 120 Cultural Change in the West 3 credits

This course offers a study of major developments in European thought and culture from the Protestant Reformation to the present. It examines problems in art, literature, philosophy, science, religion and society, with emphasis on their inter-relationships. It also shows how certain cultural and intellectual movements have shaped the

modern mind and provides a background for further studies in areas such as Art, Literature, Philosophy, Science, Religion and Society.

Prerequisite: None
Lecture: 2 Seminar: 2
Transferable

HUM 130 Frontiers of Thought 3 credits

Frontiers of thought is an introductory appreciation of the frontiers of thought in the areas of: People and Their World (Sciences); People and Their Society (Social Sciences) and People and Their Minds (Humanities). Specialized disciplines contributing to our understanding of these areas are examined. Presentations are interdisciplinary and non-technical and assume no student acquaintance with the subject matter. This course is for those whose programs would not normally include these disciplines, as well as for those desiring a general survey course.

Prerequisite: None
Lecture: 4
Transferable

HUM 131 Frontiers of Culture: The Alienated Mind 3 credits

Throughout human experience, social upheavals have resulted in alienation and a search for a new identity. This interdisciplinary course provides an understanding of the human situation in the 20th century through disciplines such as History, Fine Arts, Philosophy, English and Religion. Themes of alienation, love, the anti-hero, the quest journey and existentialism, as well as their various modes of expression, are examined. The final portion looks at the

futurists. This course further pursues the People and Their Minds theme of Frontiers of Thought.

Prerequisite: None
Lecture: 2 Seminar: 2
Transferable

HUM 140 Contemporary Problems: [1945-Present] 3 credits

This course offers an interdisciplinary approach to contemporary world literature from 1945 to the present to provide some understanding of the 20th-century mind as reflected in works of contemporary writers. It introduces major issues relating to the human condition in the 20th century. The disciplines of Philosophy, History, Psychology, Fine Arts and Theology will be related to the works discussed.

Prerequisite: None
Lecture: 4
Transferable

HUM 141 19th Century Insights and Challenges 3 credits

This course takes an interdisciplinary approach to Continental European Literature of the 19th century. The object of the course is to give students an understanding of the 19th century mind as reflected in the works of its major writers. Students will be introduced to some of the major issues relating to the human condition in the 19th century. Disciplines such as History, Philosophy, Psychology and Theology will be related to the topics discussed.

Prerequisite: None
Lecture: 4
Transferable

INTERIOR DESIGN

INT 100 Drawing and Rendering for Interior Design 3 credits

The use of pencil, ink and water colors, or casein painting techniques as applied to presentation of sketches are covered in this course. Basic drawing and sketching are studied, with emphasis on perspective and proportion.

Prerequisite: None
Laboratory: 6
No transfer credit

Lecture: 4
No transfer credit

INT 102 Italian and French Furniture 3 credits

This course covers the history of furniture, beginning with Egyptian, Greek and Roman styles, followed by detailed study of Italian and French. It includes architectural settings, furniture and decorative motifs. Sketches of furniture and room settings are required.

Prerequisite: None
Lecture: 4
No transfer credit

INT 110 Theory of Design 3 credits

Theory of Design is an analysis of man's physical and esthetic needs for his buildings. Introduction is given to the principles of design (balance, harmony, rhythm) and how space is ordered and defined through the use of line, area, value, color, texture and light.

Prerequisite: None
Lecture: 4
No transfer credit

INT 120 Drafting and Perspective 4 credits

This course covers drafting in pencil, pen and ink: A study of three-dimensional objects and interior spaces to be represented in two and three dimensions on paper is also undertaken.

Prerequisite: None
Laboratory: 8
No transfer credit

INT 103 Color and Building Materials 3 credits

Psychological and physical representation of color in relation to space, form, texture, and light with application to residential and commercial interior design are studied in this course. Materials (plaster, glass, metals, masonry, solid wood, plywood, plastics) in relation to the building industry and interior design are also studied.

Prerequisite: Complete Color Vision

INT 200 Drawing for Interior Design 2 credits

This course explores the use of various common and useful wet and dry media to provide insight and skills for interior designs presentation renderings and illustrations. It stresses drawing methods appropriate to various media.

Prerequisite: INT 100

Laboratory: 3
No transfer credit

INT 203 English and American Furniture 3 credits
This course covers the History of English and American furniture styles from Gothic, Renaissance and Neoclassic to Modern. It includes architectural settings as well as furniture and decorative motifs. Sketches of furniture and room settings are required.
Prerequisite: INT 102
Lecture: 4
No transfer credit

INT 205 Materials for Interior Design 3 credits
This course studies applied or "decorative" materials specified for commercial and residential interiors. The properties and care of natural and synthetic fibres are examined, with reference to the manufacture of carpets, fabrics and wall coverings.
Prerequisite: INT 103
Lecture: 3
No transfer credit

INT 210 Theory of Residential Design 3 credits
The theory of residential design in the contemporary and traditional architecture forms is covered in this course. The course also analyzes interior spaces, esthetics and function, furniture requirements and planning. It includes a study of architectural concepts and works of Frank Lloyd Wright and Walter Gropius.
Prerequisite: INT 110
Corequisite: INT 220
Lecture: 4
No transfer credit

INT 220 Residential Interior Design 4 credits
This course covers contemporary and traditional residential interior design, including space planning, furniture layout and selection, design in elevation drawing, selection of materials and perspective drawing and rendering. Drafting and design projects include a two-bedroom apartment, a contemporary and a traditional house and other related domestic interiors.
Prerequisite: INT 120
Corequisite: INT 210
Laboratory: 8
No transfer credit

INT 221 Rendering and Presentation 2 credits
Techniques, methods, and materials used by interior designers for rendering and presentation of interior design work are outlined in this course. Rendering of perspective drawings related to Residential Interior Design INT 220 and sketches from magazines are included.
Prerequisites: INT 100 and INT 120
Laboratory: 3
No transfer credit

INT 310 Theory of Office Interior Design 3 credits
This course covers the basic theory of commercial interior design, including office planning, public lounge areas and small commercial eating facilities. Time is given to the study of interior space regarding esthetics and function, as well as space layout and furniture requirements. Architectural concepts and works of Ludwig Mies, Vander Rohe and Le Corbusier are also studied. Students visit various office installations.
Prerequisite: INT 210
Corequisite: INT 320
Lecture: 3
No transfer credit

INT 320 Office Interior Design 4 credits
This course covers practical problems in designing commercial office interiors. Solutions may be presented in

the form of floor plans, furniture layout and selection, design in elevation drawing, selection of materials, perspective drawing, rendering and photographing scale models. Drafting and design work consist of projects such as an apartment lobby, a travel agency, a landscaped office and a daytime restaurant. Students visit furniture factories and make drawings of custom office units for factory fabrication.
Prerequisite: INT 220
Corequisite: INT 310
Laboratory: 8
No transfer credit

INT 321 Graphic Presentation 2 credits
This course is a study of techniques, methods and materials used by interior designers for rendering and presentation of interior design work. Rendering of perspective drawing and graphics related to Office Interior Design INT 320, as well as to sketches from magazines are covered.
Prerequisite: INT 221
Laboratory: 3
No transfer credit

INT 322 Interior Detailing and Mechanical 3 credits
This course covers the theory of construction processes, materials and detailing of basic interior architectural components, such as doors, windows, floors, ceilings and walls, interior millwork and custom designed units. Mechanical, electrical and lighting requirements and layouts as related to interior design are covered, in addition to field trips and detailing projects related to office interior design.
Prerequisites: First year interior design
Corequisites: INT 320
Lecture: 3 Seminar: 1
No transfer credit

INT 380 Interior Design Work Experience 1-5 credits
As part of the third-semester Interior Design Program, student-placement work experience will be carried out in furniture, drapery, carpet, paint or wallpaper departments of retail outlets or design studios. Credits vary according to total hours of employment.
Prerequisite: Completion of one year of Interior Design
Seminar: 1 Field experience: TBA
No transfer credit

INT 406 Special Projects in Interior Design 3 credits
This course covers short-term projects in commercial or residential design. Students make quick presentation of projects such as doctor's office, theatre lobby, showroom, display, board room and public lounge.
Prerequisite: Completion of three semesters of Interior Design
Laboratory: 6
No transfer credit

INT 410 Theory of Hotel-Motel Interior Design 3 credits
In this course, emphasis is on design of hotel and motel sleeping accommodations, registration desk, public lounges, restaurants, kitchens and cocktail lounges. An analysis is done of interior spaces regarding esthetics and function, as well as space layout and furniture requirements. Students analyze contemporary interior space, visiting local commercial offices and hotels.
Prerequisite: INT 310
Corequisite: INT 420
Lecture: 4
No transfer credit

INT 420 Hotel-Motel Interior Design 4 credits
This course covers practical problems in designing hotel-motel interiors involving assumed conditions. Solutions may be presented in the form of space planning, furniture layout and selection, design in elevation drawing, selection of materials and perspective drawing and

rendering. Drafting and design work consists of such projects as hotel-motel suite, public lounges, restaurant, kitchen and cocktail lounge. Students detail custom hotel units for factory fabrication.

Prerequisite: INT 320
Corequisite: INT 410
Laboratory: 8
No transfer credit

INT 421 Graphic Presentation

2 credits

This course is a continuation of Interior Design INT 321, studying techniques, methods and materials used by interior designers for rendering and presentation of interior design work. Rendering consists of perspective drawing and graphics related to Commercial Interior Design INT 420.

Prerequisite: INT 321
Laboratory: 3
No transfer credit

LEGAL SECRETARIAL PROGRAM —SEE BUSINESS "OFFICE ADMINISTRATION"

LIBRARY

LIB 101 Student and Successful Research Methods

3 credits

This course is designed to acquaint students with methods of research and the materials available in the library to aid in this research. The course will allow students to gain practical knowledge of research tools and will illustrate how complete use of the library can lead to more efficient use of time and better academic performance.

Prerequisite: None
Lecture: 3 Laboratory: 1
No transfer credit

SD 111 Skills for College Library Research

1½ credits

This is a half-semester course in which students learn to do library research by finding library sources for an essay they've been assigned in one of their courses. It is designed for students who feel inadequate using the library and university transfer students who will continue to need library skills when they leave Douglas College.

Prerequisite: None
Lecture: 2 Laboratory: 1
No transfer credit

LIB 112 Basic Library Skills

1½ credits

This course gives a general introduction to libraries and

library users, selection and acquisition of library materials, organization of library materials, the reference function and the circulation of materials.

Prerequisite: None
Lecture: 2 Laboratory: 1
No transfer credit

LIB 113 Basic Reference Skills

1½ credits

This course will present basic reference sources and attempt to develop efficient searching methods. It will be particularly useful for library workers, students, businessman and others who deal regularly with informational questions.

Prerequisite: General library experience would be useful
Lecture: 2 Laboratory: 1
No transfer credit

LIB 115 Basic Audio Visual Skills

1½ skills

This course will concentrate on demonstrating the skills required to operate and maintain a variety of audio and visual equipment. Students will acquire an understanding of the problems associated with the handling and storage of software.

Prerequisites: None
Lecture: 2 Laboratory: 1
No transfer credit

MARKETING

MRK 100 Retail Merchandising

3 credits

This course studies merchandising principles, practices and processes as they relate to the total marketing process. Content will include the consumer—his importance and behavior, buying methods and sources of supply, selling, sales promotion methods and media, inventory control, human relations, advertising and display. Laboratory sessions and individual projects and practical application of theories studied will be emphasized during this course.

Prerequisite: None
Lecture: 2 Seminar: 1 Student-directed Learning: 1
No transfer credit

MRK 101 Retail layout and equipment

1½ credits

This is a course in the creation and development of basic retail outlets, layout changes for merchandising purposes and an examination of the use of retail equipment for

security and selling. Emphasis is placed on sales maximization and minimization of costs.

Prerequisite: None
Lecture: 1 Seminar: 1
No transfer credit

MRK 102 Retail Advertising and Promotion

1½ credits

This course offers an in-depth examination of advertising and promotion as it affects the successful operation of a retail store. Participants will create procedures for the implementation of store advertising and develop in-store promotion methods. Emphasis is placed on advertising and promotion planning.

Prerequisite: None
Lecture: 1 Seminar: 1
No transfer credit

MRK 103 Retail Store Service**1½ credits**

In this course, participants are concerned with the nature and scope of retail services. Service delivery methods, problems and costs are examined. Some emphasis is placed upon credit systems and non-merchandise service departments.

Prerequisites: None

Lecture: 1 Seminar: 1

No transfer credits

MRK 104 Retail Inventory Management**1½ credits**

This course examines various methods of inventory control in a typical retail setting. Special control methods for promotional inventory and re-order procedures will be developed by participants. Some emphasis is placed on multi-level control systems and inter-store control problems.

Prerequisites: None

Lecture: 1 Seminar: 1

No transfer credit

MRK 105 Retail Accounting Method**1½ credits**

This course is designed to acquaint participants with the retail accounting method and its uses in the decision-making processes of management. The retail method is examined as to its inter-relationship with financial accounting. Emphasis is placed on the use of the retail accounting method as a planning and control device.

Prerequisite: None

Lecture: 1 Seminar: 1

No transfer credit

MRK 106 Computer Application in Retailing**1½ credits**

An analysis of software available or adaptable to retail use is conducted in this course. Computer use in merchandise planning, merchandise control, credit systems and service planning is emphasized. Participants will develop computer use plans for typical retail situations.

Prerequisite: None

Lecture: 1 Seminar: 1

No transfer credit

MRK 110 Retail Buying and Pricing**1½ credits**

This course is designed to provide an understanding of the merchandise selection process and terms of purchase. Pricing practices, pricing decisions and price revisions are examined. Emphasis is placed on understanding the merchandise price flow from selection to sale.

Prerequisite: None

Lecture: 1 Seminar: 1

No transfer credit

MRK 191 Merchandise Practicum**3 credits**

This practicum will provide practical experience related to the retail merchandising course content of the certificate program. Participants will be supervised in a relatively short experience period in a retail setting related to an assigned segment of retail operations and will be expected to provide an analysis of the practical experience in relation to the College courses.

Prerequisite: First semester Retail Certificate program standing

Seminar: 1 Field Experience: 3

No transfer credit

MRK 192 Merchandise Practicum**3 credits**

This practicum will provide practical experience related to the retail merchandising course content of the Diploma Program. Participants will be supervised in a relatively short experience period in a retail setting related to an assigned segment of retail operations and will be expected to provide an analysis of the practical experience in relation to second year diploma courses.

Prerequisite: Third semester Retail Diploma program Diploma standing

Seminar: 1 Field Experience: 3

No transfer credit

MRK 290 Consumer Behavior**3 credits**

This course analyzes the behavior that consumers display in searching for, purchasing, using and evaluating products, services and ideas which they expect will satisfy their needs. This will be accomplished by the examination of the decision-making process involved in the allocation of resources to consumption-related items.

Prerequisite: MRK 120 or by permission

Lecture: 2 Seminar: 2

No transfer credit

MRK 310 Sales Workshop**1½ credits**

This course features a computer simulation of a marketing game, where students (teams) make product, price, promotion, distribution and market research decisions specific to the successful operation of their firm and are responsible for the financial results achieved.

Prerequisite: MRK 100 or MRK 120 or by permission

Seminar: 2

No transfer credit

MRK 350 Dynamic Selling**3 credits**

Dynamic Selling is an intensive study of techniques used in selling goods and services with the opportunity of practicing some of them. It includes consumer behavior and aspects of psychology in the process of selling, as well as methods of preparing and delivering various types of speeches.

Prerequisite: None

Lecture: 2 Seminar: 2

No transfer credit

MRK 381 Merchandising Work Experience**6 credits**

This course includes an appropriate number of hours of paid work in a retail outlet under College supervision.

Prerequisites: MRK 120, permission of instructor, and second-year standing

No transfer credit

MRK 382 Merchandising Work-Experience Seminar**1 credit**

Students meet weekly to discuss experiences of MRK 381.

Prerequisite: MRK 100

Corequisite: MRK 381

Seminar: 2

No transfer credit

MRK 390 Marketing Management**3 credits**

This is an advanced, detailed study of market planning, market research and practices of middlemen and their role in the marketing process. Problems inherent in wholesaling, product mix, sales promotion, investment, warehousing and shipping are covered, along with case studies.

Prerequisite: MRK 120 or permission of instructor

Lecture: 2 Seminar: 1 Student-directed Learning: 1

No transfer credit

MRK 401 Advertising**3 credits**

This course is concerned with promotion, especially the form of promotion known as advertising. As well as covering the advertising process from the standpoint of the firm, this course will cover the nature and process of communication and examine the impact of advertising on the consumer.

Prerequisite: MRK 100 or MRK 120

Lecture: 2 Seminar: 2

No transfer credit

MRK 410 Sales Management**3 credits**

This is a comprehensive course in sales management principles and methods featuring allocation of priorities to the company's sales objectives and responsibilities; formulation of sales policy; tasks of planning, organizing, staffing and controlling the work of the field sales force.

Prerequisite: MRK 120 or permission of instructor

Lecture: 4

No transfer credit

MRK 490 Retail Management**3 credits**

This advanced course in retail merchandising builds upon work done during work-experience program. Students study and practice methods of planning, budgeting and programming resources. Extensive use is made of case

studies and assignments to simulate business conditions.

Prerequisite: MRK 100, MRK 120 or permission of instructor

Lecture: 2 Seminar: 2 Student-directed Learning: 1

No transfer credit

MEDICAL SECRETARIAL PROGRAM

—SEE BUSINESS "OFFICE ADMINISTRATION"

MATHEMATICS

THE DEPARTMENT OF SCIENCES AND MATHEMATICS

Many university departments require credits in mathematics at the first year or second year level for admission to certain upper-division courses. Students are therefore urged to consult the appropriate calendars or a mathematics instructor at Douglas for details of specific mathematics requirements.

All students registering for the first time in mathematics at Douglas must write our assessment test prior to registration to determine if their background knowledge is adequate for their elected courses. Students who appear to have a low probability of success will be advised to register in an appropriate preparatory course. Douglas offers a spectrum of mathematics courses at all levels.

Subject to their assessment result, students should anticipate enrolling as follows:

- 1) Students with an A or B in Algebra 12 who wish to receive credit for first year Calculus at a University should enrol in:

Semester 1 MAT 120

Semester 2 MAT 220

(Note: First year calculus is required for those planning to take mathematics, science, pharmacy, applied science, agriculture, or forestry and recommended for those planning to take medicine or dentistry.)

- 2) Students with a C grade in Algebra 12 or only Algebra 11 (A or B grade) who require the above courses should enrol in MAT 112 first, which is prerequisite to the calculus. (Note: Non-Science students who are allowed UBC Math 111 as an alternative to UBC Math 100 and 101 need only take MAT 112 and MAT 120)
- 3) Students with a C grade in Algebra 12 or only Algebra 11 who can take UBC MATH 130 as an alternative to the calculus (medicine and dentistry) may enrol in MAT 150 and 250.
- 4) Students with a C grade in Algebra 11 or only B.C. Mathematics 10 who wish to receive credit for first year calculus at a University should enrol in:

Semester 1 MAT 103

Semester 2 MAT 112

Semester 3 MAT 112

Semester 4 MAT 220
- 5) Students with less than B.C. Mathematics 10 should first enrol in MAT 102.
- 6) Students transferring to the Faculty of Commerce and Business Administration at UBC should take the following:

Semester 1 MAT 150

Semester 2 MAT 250

Semester 3 MAT 350

Semester 4 MAT 450

(Note: Students with a C grade in Algebra 11 should complete the MAT 103 course before taking MAT 250. Student with only B.C. Mathematics 10 must take MAT 103 prior to MAT 150.)

- 7) Students who wish to complete their second year of mathematics at Douglas should take, in addition to the courses listed in Paragraph 1, the following courses:

Semester 3 MAT 321 and MAT 232

Semester 4 MAT 421

MAT 100 Mathematics: Reality or Unreality 3 credits

This course is designed to give the liberal arts student an insight into the use of mathematics and the role of mathematicians in the development of models of widely differing real-life situations.

Offered on sufficient demand

Prerequisite: None

Lecture: 2 Seminar: 1

Transferable

MAT 102 Fundamental Mathematics 3 credits

Arithmetic, measurement, area, volume, SI (metric system), graphs and charts, ratio, percentage, introduction to algebra and geometry and word problems are covered in this course. It will be of special interest to students entering career programs.

Prerequisite: None

Lecture and Tutorials: 4

No transfer credit

MAT 103 Intermediate Algebra with Trigonometry 3 credits

This course quickly reviews the algebraic content of MAT 102 and continues to the study of more advanced topics in algebra. It introduces logarithm, trigonometry and Cartesian geometry.

Prerequisite: MAT 102 or equivalent (see introductory comments)

Lectures and Tutorials: 4

No transfer credit

MAT 112 College Mathematics 3 credits

College Mathematics covers polynomial, rational, exponential, logarithmic circular functions and conic sections and trigonometric identities. It is intended for students planning to proceed to MAT 120 (Calculus.)

Prerequisite: MAT 103 or equivalent (See introductory comments)

Lectures and Tutorials: 4

Transferable

MAT 120 Calculus 3 credits

This is an introductory calculus course primarily for science students. Differentiation and integration of polynomial and algebraic functions will be covered. Applications will include graphing, maxima and minima, simple area, volume, arc length, rectilinear motion, related rates and work.

Prerequisite: MAT 112 or equivalent (see introductory comments)

Lecture: 4
Transferable

MAT 150 Finite Mathematics 3 credits
The study of counting processes, including mathematical induction, binomial theorem, elementary sequences and series and combinatorics, and elementary probability theory and linear programming will be covered in this course.
Prerequisite: MAT 103 or equivalent (see introductory comments)
Lecture: 4
Transferable

MAT 220 Calculus 3 credits
Calculus applies MAT 120 skills to the logarithmic, exponential and trigonometric functions. Students solve problems in growth-decay and periodic motion. Techniques of integration, polar co-ordinates, parametric equations, Taylor polynomials, sequences and series and simple differential equations are also covered.
Prerequisite: MAT 120 or equivalent
Lecture: 4
Transferable

MAT 232 Linear Algebra 3 credits
This course covers vectors and matrices, solution of linear systems, geometric applications and abstract vector spaces. Isomorphism, linear transformations and their eigenvectors and determinants are also covered. This course replaces MAT 131 and MAT 231. No credit will be given to students who have completed MAT 131 and 231.
Prerequisite: MAT 120
Lecture: 4
Transferable

MAT 250 Elements of Calculus with Applications 3 credits
This is a brief introduction to differential and integral calculus, with heavy emphasis on application in fields of social and biological sciences and commerce. With MAT 150 this course provides a broad introduction to the uses of mathematics in other than physical science.
Prerequisite: MAT 103 or equivalent (see introductory comments)

Lecture: 4
Transferable

MAT 321 Calculus 3 credits
Differential and integral calculus of functions of several variables are covered in this course.
Prerequisite: MAT 220 Corequisite: MAT 232
Lecture: 4
Transferable

MAT 350 Quantitative Methods 3 credits
Quantitative Methods teaches applications of mathematics to business and economics with emphasis on linear models. It includes linear equations, matrix methods, supply and demand, input-output models, linear macro-economic models, linear programming, linear difference equations and the theory of interest.
Prerequisite: MAT 150 (and 250 preferred)
Lecture: 4
Transferable

MAT 421 Differential Equation and Series 3 credits
The theory of ordinary differential equations, their solution by quadrature, series and numerical (graphical) methods and a brief look at partial differential equations are included in this course.
Prerequisite: MAT 232 and MAT 321 or MAT 232 and B standing in MAT 220
Lecture: 4
Transferable

MAT 450 Quantitative Methods 3 credits
Applications of mathematics to business and economics, with emphasis on non-linear models are covered in this course. It includes non-linear functions, transformations of data, marginal analysis, Lagrange multipliers, utility theory, non-linear programming, method of least squares and differential equations.
Prerequisite: MAT 150 and MAT 250 (and MAT 350 preferred)
Lecture: 2 Tutorial: 2
Transferable

MODERN LANGUAGES

All Modern Languages courses develop oral and written skills and introduce cultural elements. Evaluation is based on daily preparation, class attendance and participation. Most courses are available in the Regular or Accelerated format. Students interested in taking Modern Languages courses are advised to consult with the Modern Languages Discipline.

REGULAR FORMAT

Most MODL courses are designed as the first or second half of a one-year unit. The second half should be taken immediately after the first to maintain continuity. Courses consist of 4 hours of class instruction and 1 hour of lab/conversation per week. All Douglas College Modern Language courses are transferable to UBC, UVic and SFU unless otherwise stated: All Douglas College Modern Languages courses are worth 3 unassigned credits at SFU. The two halves of a unit, for instance MODL 140 and 240, are required to obtain transfer credits at UBC or UVic.

ACCELERATED FORMAT

The accelerated format enables students to complete the work of one year in one semester, therefore the amount of work required and the number of credits obtained are doubled. Accelerated courses consist of 8 hours of class

instruction and 2 hours of lab/conversation per week.

PRE-COLLEGE

FRENCH

MODEL 130 French for Beginners 3 credits
This is one-semester course for students with little or no formal French instruction. Preparatory to MODL 140.
Prerequisite - none
Transferable to SFU only

MODL 140 Basic French 3 credits
This course makes up the first half of a one-year unit (MODL 140 and 240) and is an oral and written approach to French. The course develops basic skills through oral and written exercises, conversation and the study of fundamental grammar concepts and introduces elements of the culture of the Francophone world. Preparatory to MODL 141 when combined with MODL 240.
Prerequisite: Gr. 11 French or equivalent

MODL 240 Basic French 3 credits
This is the second half of a one-year unit (MODL 140 and

240). See course description under MODL 140.
Preparatory to MODL 141.
Prerequisite: MODL 140 or equivalent

MODL 140-240 Basic French (Accelerated) 3 credits
See course description under MODL 140.
Prerequisite: Gr. 11 French or equivalent

FIRST YEAR COLLEGE

FRENCH

MODL 141 French Language 3 credits
This course gives the first half of a one-year unit (MODL 141 and 241). It develops oral and written skills, using modern French writings and introduces elements of the culture of the Francophone world.
Prerequisite: Gr. 12 French or equivalent

MODL 241 French Language 3 credits
This is the second half of a one-year unit (MODL 141 and 241). See course description under MODL 141.
Prerequisite: MODL 141 or equivalent

MODL 141-241 French Language (accelerated) 6 credits
See course description under MODL 141.
Prerequisite: Gr. 12 French or equivalent

MODL 150 Intermediate French Conversation 3 credits
This course gives the first half of a one-year unit (MODL 150 and 250). Aimed at developing fluency, it will be conducted entirely in French.
Prerequisite: Gr. 12 French or MODL 240 or equivalent.
Seminar: 4 Laboratory: 2

MODL 250 Intermediate French Conversation 3 credits
This is the second half of a one-year unit (MODL 150 and 250) and will be conducted entirely in French.
Prerequisite: MODL 150 or equivalent
Seminar: 4 Laboratory: 2

GERMAN

MODL 120 Basic German 3 credits
This course gives the first half of a one-year unit (MODL 120 and 220) for students with little or no experience in the language.
Prerequisite: None

MODL 220 Basic German 3 credits
This is the second half of a one-year unit (MODL 120 and 220).
Prerequisite: MODL 120 or equivalent

SPANISH

MODL 160 Basic Spanish 3 credits
This course offers the first half of a one-year unit (MODL 160 and 260). It is an oral and written approach to Spanish. The course develops basic skills through oral and written exercises, conversation and the study of fundamental grammar concepts and introduces elements of the culture of the Hispanic world.
Prerequisite: None

MODL 260 Basic Spanish 3 credits
This is the second half of a one-year unit (MODL 160 and 260). See course description under MODL 160.
Prerequisite: MODL 160 or equivalent

MODL 160-260 Basic Spanish (Accelerated) 6 credits
See course description under MODL 160.
Prerequisite: None

SECOND YEAR COLLEGE

FRENCH

MODL 341 French Language and Style 3 credits
This course gives the first half of a one-year unit (MODL 341 and 441). It expands the knowledge acquired in previous courses, using excerpts from French newspapers and magazines and contemporary French writers. More advanced written and oral work will be required. Seminars are conducted in French.
Prerequisite: MODL 241 or equivalent
Transferable to UBC and SFU

MODL 441 French Language and Style 3 credits
This is the second half of a one-year unit (MODL 341 and 441). See course description under MODL 341.
Prerequisite: MODL 341 or equivalent
Transferable to UBC and SFU

GERMAN

MODL 121 German Language 3 credits
This course offers the first half of a one-year unit (MODL 121 and 221) which expands knowledge acquired in previous courses and gives an introduction to German literature.
Prerequisite: MODL 220 or equivalent

MODL 221 German Language 3 credits
This is the second half of a one-year unit (MODL 121 and 221).
See course description under MODL 121.
Prerequisite: MODL 121 or equivalent

SPANISH

MODL 360 Spanish Language 3 credits
This course offers the first half of a one-year unit (MODL 360 and 460) which expands knowledge acquired in previous courses, using excerpts from Spanish and Latin American newspapers and magazines and, to a lesser extent, literature. Seminars are conducted in Spanish.
Prerequisite: MODL 260 or equivalent

MODL 460 Spanish Language 3 credits
This is the second half of a one-year unit (MODL 360 and 460). See course description under MODL 360.
Prerequisite: MODL 360 or equivalent

MODL 360-460 Spanish Language (Accelerated) 6 credits
See course description under MODL 360.
Prerequisite: MODL 260 or equivalent.

LINGUISTICS

MODL 180 Language, Mind and Communication 3 credits
This course offers an interdisciplinary introduction to linguistics, approaching the study of language through disciplines such as Psychology, (acquisition, perception, meaning); Sociology and Anthropology, (culture, society, language); Education (learning and language); and Communication (mass media and influencing people through language).
Offered on sufficient demand.
Prerequisite: None
Lecture: 2 Seminar: 2
Transferable to UBC and SFU

MUSIC

Douglas College provides the first two years of training for students intending to pursue a professional career in music as performers and teachers.

BACHELOR OF MUSIC [General]

For music majors, a full-time music program is offered for transfer to music departments at various Canadian universities, after two years of study at the College. The degree is completed at a university and may be followed by teacher training in a faculty of education. The B. Mus. also provides the possibility of continued study in performance, theory or musicology. At present, students are accepted as concentrators in orchestral and band instruments, piano, organ, guitar and voice.

Admission Requirements B.Mus. [General]

Students planning to enter the B.Mus. (General) program will be required to demonstrate a satisfactory standard in music performance and theory.

1. a) Concentration on wind instruments, percussion, strings, voice or guitar: Grade 6 R.C.M.T. or equivalent level.
b) Concentration in piano or organ: Grade 10 R.C.M.T. or equivalent level.
2. Theory: a thorough knowledge of music rudiments, simple diatonic harmony and related aural work.

The following steps must be followed by prospective candidates:

- a) Interview with the music section co-ordinator,
- b) preparation and satisfactory completion of theory requirements,
- c) audition in instrumental or vocal concentration area.

Tests and auditions are held in May and August. Phone 521-4851 (local 210) for an appointment or further information.

BACHELOR OF EDUCATION

[Major or Concentration in Music Education]

This is particularly suitable for those intending to teach music in the public school system at present. There are no instrumental, vocal or theoretical prerequisites for admission. The B.Ed. Secondary (Major and Concentration) are two-year programs, while the B.Ed. Elementary is a one-year program. On completion of one of these programs students are eligible for transfer to a university that provides instruction for a degree in music education.

Transfer to UBC, UVic and SFU has been arranged. Full details of equivalents are obtainable from transfer guides published by the respective universities.

CERTIFICATE PROGRAM

The music faculty is currently designing a non-transferable College-credit program of two semesters to provide training for those persons seeking basic musical skills and knowledge; and, preparation for those who wish to pursue a university transfer program. It is hoped that the new program will commence in September 1980 but this is subject to final approval. All interested parties should contact the music office (521-4851, local 210) for further information.

***All music candidates must have an interview with the convenor of the music department.**



BACHELOR OF MUSIC: SEMESTER I

Course	Descriptive Title	Credits	Equivalent UBC Course
MUS 105	Ensemble—Band.....1	Music 152	(½ unit)
or			
MUS 106	College Chorus.....1	Music 153	(½ unit)
MUS 107	Stage Band (Elective)1		
MUS 110	Theory of Western Music—I3	Music 100	(1½ units)
MUS 120	History of Western Music—I3	Music 120	(1½ units)
MUS 130	Class Woodwinds I2	Music 142	(1 unit)
or			
MUS 131	Class Brass2	Music 141	(1 unit)
MUS 140	Class Piano1	Music	(Piano)
or			
MUS 141	Instrumental (Secondary)1	Music	(Instrumental)
or			
MUS 142	Vocal (secondary)1	Music	(Voice)
MUS 150	Music Concentration (Instrumental).....2	Music	(Instrumental)
or			
MUS 151	Music Concentration (Vocal)2	Music	(Voice)
or			
MUS 152	Music Concentration (Piano/organ)3	Music	(Piano)
	English Elective3	English 100	(1½ units)
	Liberal Studies Elective..3	Liberal Arts	(1½ units)

SEMESTER II

MUS 230	Class Woodwinds2	Music 142	(1 unit)
or			
MUS 132	Class Percussion.....2	Music 141	(1 unit)
MUS 205	Ensemble—Band.....1	Music 152	(½ unit)
or			
MUS 206	College Chorus.....1	Music 153	(½ unit)
MUS 207	Stage Band (Elective)1		
MUS 210	Theory of Western Music—II3	Music 100	(1½ units)
MUS 220	History of Western Music—II3	Music 120	(1½ units)
MUS 240	Piano (Secondary)1	Music	(Piano)
or			
MUS 241	Instrumental (Secondary)1	Music	(Instrumental)
or			
MUS 242	Vocal (Secondary)1	Music	(Voice)
MUS 250	Music Concentration (Instrumental).....2	Music	(Instrumental)
or			
MUS 251	Music Concentration (Vocal)2	Music	(Voice)
or			
MUS 252	Music Concentration (Piano/Organ)3	Music	(Piano)
	English Elective3	English 100	(1½ units)
	Liberal Studies Elective..3	Liberal Arts	(1½ units)

SEMESTER III

Course	Descriptive Title	Credits	Equivalent UBC Course
MUS 305	Ensemble—Band.....1	Music 252	(½ unit)
or			
MUS 306	College Chorus.....1	Music 253	(½ unit)
MUS 307	Stage Band (Elective)1		
MUS 310	Theory of Western Music—III3	Music 200	(1½ units)
MUS 320	History of Western Music—III3	Music 320	(1½ units)
MUS 340	Piano (Secondary)1	Music	(Piano)
or			

MUS 341	Instrumental (Secondary)1	Music	(Instrumental)
or			
MUS 342	Music Secondary (Vocal)1	Music	(Voice)
MUS 350	Music Concentration (Instrumental).....2	Music	(Instrumental)
or			
MUS 351	Music Concentration (Vocal)1	Music	(Voice)
or			
MUS 352	Music Concentration (Piano/Organ)3	Music	(Piano)
MUS 132	Class Percussion.....2	Music 141	(1 unit)
or			
MUS 130	Class Woodwinds2	Music 142	(1 unit)
	English Elective3	English 200	(1½ units)
	Liberal Studies Elective..3	Liberal Arts	(1½ units)

SEMESTER IV

MUS 131	Class Brass2	Music 141	(1 unit)
or			
MUS 230	Class Woodwinds II2	Music 142	(1 unit)
MUS 405	Ensemble—Band.....1	Music 252	(½ unit)
or			
MUS 406	College Chorus.....1	Music 253	(½ unit)
MUS 407	Stage Band (Elective)1		
MUS 410	Theory of Western Music—IV3	Music 200	(1½ units)
MUS 420	History of Western Music—IV3	Music 320	(1½ units)
MUS 440	Piano (Secondary)1	Music	(Piano)
or			
MUS 441	Instrumental (Secondary)1	Music	(Instrumental)
or			
MUS 442	Music Secondary (Vocal)1	Music	(Voice)
or			
MUS 450	Music Concentration (Instrumental).....2	Music	(Instrumental)
or			
MUS 451	Music Concentration (Vocal)2	Music	(Voice)
or			
MUS 452	Music Concentration (Piano/Organ)2	Music	(Piano)
	English Elective3	English 200	(1½ units)
	Liberal Studies Elective..3	Liberal Arts	(1½ units)

BACHELOR OF EDUCATION (SECONDARY) WITH MAJOR IN MUSIC:

First Semester	Semester Hours of Credit
MUS 100 Basic Theory	3
MUS 105 Ensemble Band	1
MUS 106 College Chorus	
MUS 140 Class Piano	1
MUS 124 Style & Form in Western Music	3
MUS 132 Class Percussion	2
English Elective	3
Elective Liberal Studies	3
	16

Second Semester	Semester Hours of Credit
MUS 200 Basic Harmony & Advanced Theory	3
MUS 205 Ensemble Band	
MUS 206 College Chorus	1
MUS 240 Piano (Secondary)	1
MUS 125 Style & Form in Western Music	3
MUS 131 Class Brass	2
English Elective	3
Elective Liberal Studies	3
	16

Third Semester

MUS 300	Harmony & Counterpoint	3
MUS 305	Ensemble Band	1
MUS 306	College Chorus	
MUS 320	History of Western Music—III	3
MUS 340	Piano (Secondary)	1
MUS 130	Class Woodwinds I	2
	English Elective	3
	Elective Liberal Studies	3
		17

Fourth Semester

MUS 400	Advanced Counterpoint & Chromatic Harmony	3
MUS 405	Ensemble Band	1
MUS 406	College Chorus	
MUS 420	History of Western Music—IV	3
MUS 440	Class Piano	1
MUS 230	Class Woodwinds II	2
	English Elective	3
	Elective Liberal Studies	3
		17

tion in rudiments of music is obligatory for Bachelor of Music students. Bachelor of Education students may participate in this course by permission.

Lecture: 5
Transferable

MUS 120 History of Western Music I 3 credits
This course gives a broad survey of developments in style and form, from earliest known musical expression in the West to the present day, and a comprehensive study of medieval music from Gregorian chant to the Ars Nova. Emphasis is placed on the aural and visual analysis of representative music.

Obligatory for university transfer in Bachelor of Music.

Prerequisite: None

Lecture: 4
Transferable

MUS 124 Style and Form in Western Music 3 credits
Students in this course will study the connection between the historical aspects of musical styles 1700-1900 and the performance of historical music in the 20th century. It offers an introduction for students with little or no background in music.

Prerequisite: None

Lecture: 4
Transferable

MUS 100 Basic Music Theory 3 credits

In this course, students learn to read music and master musical rudiments as far as the first elements of harmony. No previous knowledge of music is required. Required of Bachelor of Music students who are not ready to take MUS 110. Obligatory for Bachelor of Education Students intending to major in Music education.

Prerequisite: None

Lecture: 5

Transferable to UBC, determined by Faculty of Education on application

Not transferable to Faculty of Music

MUS 105 Ensemble—Band 1 credit

Students will study and perform music from all periods in this course and will be exposed to the problems met in performance of band music with emphasis on rehearsal techniques. This is lab for MUS 150.

Prerequisite: Royal Conservatory of Music, Toronto, Grade 6 or equivalent or permission of instructor

Laboratory: 4

Transferable

MUS 106 College Chorus 1 credit

In College Chorus students study and perform work from all periods requiring a chorus of large numbers. Familiarization with conductor-performer relationship is stressed and exposure is given to problems in the performance of choral music, with emphasis on rehearsal techniques. This is lab for Music 151.

Prerequisite: Royal Conservatory of Music, Toronto, Grade 6 or equivalent or permission of instructor.

Laboratory: 4

Transferable

MUS 107 Stage Band 1 credit

In this course students study by performance, modern jazz, rock and popular music; instrumental techniques and improvisation and sight reading.

Enrolment by permission of instructor

Laboratory: 3

MUS 110 Theory of Western Music I 3 credits

This course is a study of melody and cadential formulae based on various scalar and modal sources, simple four-part tonal music, phrase structure and two-part modal counterpoint. Concomitant aural, sight reading, and writing skills will be developed.

Prerequisite: Successful completion of entrance examina-

MUS 125 Style & Form in Western Music 3 credits

Students will continue to study the connection between historical styles and performance in Western music ca. 900-1700 and ca. 1900-1975 in this course.

Prerequisite: MUS 124 or permission of instructor

Lecture: 4

Transferable

MUS 130 Class Woodwinds 2 credits

Class Woodwinds studies, by performance, the flute, oboe, clarinet, saxophone and bassoon, in preparation for effective teaching of instrumental music. Familiarization with peculiarities, tone production and fingering techniques of all woodwind instruments (using treble and bass clefs) will be covered.

Prerequisite: None

Laboratory: 3

Transferable

MUS 131 Class Brass 2 credits

This course teaches techniques for effective teaching of instrumental music. Familiarization with peculiarities, tone production, and fingering techniques of all brass instruments (using treble and bass clefs) will be covered.

Prerequisite: None

Laboratory: 3

Transferable

MUS 132 Class Percussion 2 credits

This course studies, by performance, snare drum, bass drum, cymbals, tympani, mallet and Latin American rhythm instruments, in preparation for effective teaching of instrumental music. Familiarization with tone production, maintenance, and adjustment of traditional percussion instruments will be covered.

Prerequisite: None

Laboratory: 3

Transferable

MUS 140 Class Piano 1 credit

Piano repertoire, technical requirements, aural training, sight reading, accompaniment, improvisation and keyboard harmony are covered in this course. Available to majors in B.Mus. (General) Program, and to B.Ed. students.

Prerequisite: None

Laboratory: 4

Transferable

MUS 141. Instrumental Secondary 1 credit
Students will study, by performance: posture, breathing, embouchure and articulation on a secondary instrument of choice in this course. Major, minor scales and arpeggios to 3 flats and sharps will also be studied. Definite levels of performance to be demonstrated upon completion of this course will be described in detail upon inquiry.
Prerequisite: None
Student Directed Learning: 5
Tutorial 1/2
Transferable

MUS 142 Vocal Secondary 1 credit
Students in this course will study vocal production and the function of the vocal instrument, applying basic vocal skills to simple songs in English and to technical exercises up to Royal Conservatory of Music, Toronto, Grade 3 level.
Prerequisite: None
Tutorial: ½ hour
Student Directed Learning: 5
Transferable:

MUS 150 Music Concentration [Instrumental] 2 credits
Tone production, technique, transposition, repertoire, solo performance, ensemble playing, style and development are outlined in this course. Open to music majors only in B.Mus. (General) Program.
Prerequisite: Royal Conservatory of Music, Toronto, Grade 6 standing on instrument
Corequisite: MUS 105
Tutorial: 1
Student Directed Learning: 10
Transferable

MUS 151 Music Concentration [Vocal] 2 credits
This course covers vocal tone production, technique, English diction, vocal instruction and techniques of training voices in choruses. Open to music majors only in B.Mus. Program.
Prerequisite: Royal Conservatory of Music, Toronto, Grade 6 or equivalent on voice or piano
Corequisite: MUS 106
Tutorial: 1
Student Directed Learning: 10
Transferable.

MUS 152 Music Concentration (Piano/Organ) 2 credits
Technical requirements, sight reading, transposition, chord progressions, solo and ensemble repertoire will be studied in private lessons. Open to music majors only in B.Mus. program.
Prerequisite: Gr. 10 Royal Conservatory of Music or equivalent
Tutorial: 1
Student Directed Learning: 10
Transferable

MUS 200 Basic Harmony 3 credits
In Basic Harmony students continue the study of diatonic four-part harmony beyond the foundations laid in MUS 100. Open as an elective to non-music majors.
Prerequisite: MUS 100 or permission of instructor
Lecture: 5
Transferable to UBC for majors in music education, not transferable to Faculty of Music

MUS 205 Ensemble—Band 1 credit
Students will study and perform music from all periods in this course and will be exposed to the problems met in performance of band music, with emphasis on rehearsal techniques and conductor-performer relationship.
Prerequisite: MUS 105
Laboratory: 4
Transferable

MUS 206 College Chorus 1 credit
In College Chorus, members study and perform works from all periods requiring a chorus of large numbers. Familiarization with conductor-performer relationships and exposure to problems in performance of choral music, with emphasis on rehearsal techniques are included.
Prerequisite: MUS 106
Laboratory: 4
Transferable

MUS 207 Stage Band 1 credit
In Stage Band, students study by performance, modern jazz, rock and popular music; instrumental techniques and improvisation and sight reading, using study materials from various sources.
Prerequisite: MUS 107
Laboratory: 3
Enrolment by permission of instructor

MUS 210 Theory of Western Music II 3 credits
Theory of Western Music II is a study of tonal melody and harmony and related phrase, period and small formal structures. Principles of Baroque counterpoint will be introduced and concomitant aural, sight reading and writing skills will be developed.
Prerequisite: MUS 110
Lecture: 5
Transferable

MUS 220 History of Western Music II 3 credits
This course gives a comprehensive study of developments in style and form from the 14th century to the middle of the 17th century. Emphasis is placed on aural and visual analysis of representative music. Obligatory in university-transfer program. Permission of instructor is required for others wishing to take course as elective.
Prerequisite: MUS 120 or permission of instructor
Lecture: 4
Transferable

MUS 230 Woodwinds 2 credits
Woodwinds is a study, by performance, of the flute, oboe, clarinet, saxophone and bassoon, in preparation for effective teaching of instrumental music. Familiarization with peculiarities, tone production, and fingering techniques of woodwind instruments (using both treble and bass clef) are covered as well.
Prerequisite: None (permission)
Laboratory: 4
Transferable

MUS 240 Piano [Secondary] 1 credit
Piano repertoire, technical requirements, aural training, sight reading, accompaniment, improvisation and keyboard harmony are covered in this course. Available to majors in B.Mus. (General) Program, and B.Ed. students.
Prerequisite: MUS 140
Laboratory: 4
Transferable

MUS 241 Instrumental Secondary 1 credit
Students will continue to study, by performance, posture, breathing, embouchure and articulation on a secondary instrument of choice in this course. Major, minor scales and arpeggios to 3 flats and sharps will also be studied. Definite levels of performance to be demonstrated upon completion of this course will be described in detail upon inquiry.
Prerequisite: MUS 141
Student Directed Learning: 5
Tutorial: 1/2
Transferable

MUS 242 Vocal Secondary 1 credit
Students continue to study vocal production and function of the vocal instrument in this course, applying basic vocal skill to songs in English and to technical exercises up to Royal

Conservatory of Music, Toronto, Grade 4 level.

Tutorial: ½

Student Directed Learning: 5

Prerequisite: MUS 142

Transferable

MUS 250 Music Concentration [Instrumental] 2 credits

This course emphasizes tone production, technique, transposition, repertoire, solo performance, ensemble playing and style development. Open only to music majors in B.Mus. (General) Program.

Prerequisite: MUS 150

Corequisite: MUS 205

Tutorial: 1

Student Directed Learning: 10

Transferable

MUS 251 Music Concentration [Vocal] 2 credits

Vocal tone production, technique, English diction and vocal pedagogy are covered in this course. Techniques of training voices in chorus are also featured. Open to music majors only in B.Mus. (General) Program.

Prerequisite: MUS 151

Corequisite: MUS 206

Tutorial: 1

Student Directed Learning: 10

Transferable

MUS 252 Music Concentration (Piano/Organ) 2 credits

Music Concentration emphasizes piano technique, repertoire, solo performance, style and development. Open to music majors only in B.Mus. (General) Program.

Prerequisite: MUS 152

Corequisite: MUS 206

Tutorial: 1

Student Directed Learning: 10

Transferable

MUS 300 Harmony and Counterpoint 3 credits

Students will continue the study of four-part harmony and will be introduced to contrapuntal techniques based on the tonal system. In addition, simple 20th century techniques will be considered.

Prerequisite: MUS 200

Lecture: 5

MUS 305 Ensemble—Band 1 credit

Students in this course study and perform music from all periods and become exposed to the problems met in performance of band music with emphasis on rehearsal techniques and conductor-performer relationship.

Prerequisite: MUS 205

Laboratory: 4

Transferable

MUS 306 College Chorus 1 credit

In College Chorus, members study and perform works from all periods requiring a chorus of large numbers. Familiarization with conductor-performer relationships is emphasized and exposure is given to problems of choral music, with emphasis on rehearsal techniques. This is the lab for MUS 351.

Prerequisite: MUS 206

Laboratory: 4

Transferable

MUS 307 Stage Band 1 credit

In Stage Band, students study by performance, modern jazz, rock and popular music; instrumental techniques and improvisation and sight reading, using study materials from various sources.

Prerequisite: MUS 207

Laboratory: 3

Enrolment by permission of instructor

MUS 310 Theory of Western Music—III 3 credits

This course offers a study of more advanced Baroque contrapuntal techniques and forms, continued study of tonal harmony and more complex phrase structure and form. Concomitant aural, sight reading and writing skills will be developed.

Prerequisite: MUS 210

Lecture: 5

Transferable

MUS 320 History of Western Music—III 3 credits

A comprehensive study of developments in style and form from the last half of the seventeenth century to the end of the eighteenth. Emphasis is on aural and visual analysis of representative music. Obligatory in university-transfer program in music. Permission of instructor is required for those wishing to take course as elective.

Prerequisite: MUS 220 or permission of instructor

Lecture: 4

Transferable to UBC with MUS 420, MUS 320

MUS 340 Piano [Secondary] 1 credit

Piano repertoire, technical requirements, aural training, sight reading, accompaniment, improvisation and keyboard harmony are covered in this course. Available to majors in B.Mus. (General) Program, and to B.Ed. students.

Prerequisite: MUS 240

Laboratory: 4

Transferable

MUS 341 Instrumental Secondary 1 credit

In this course students will continue to study, by performance; posture, breathing, embouchure and articulation on a secondary instrument of choice. All major and minor scales and arpeggios will be studied. Definite levels of performance to be demonstrated upon completion of this course will be described in detail upon inquiry.

Prerequisite: MUS 241

Student Directed Learning: 5

Tutorial: ½

Transferable

MUS 342 Music Secondary [Vocal] 1 credit

Students in this course study vocal production and function of the vocal instrument, applying basic vocal skills to songs in English and to technical exercises up to Royal Conservatory of Music, Toronto, Grade 5 level.

Tutorial: ½

Student Directed Learning: 5

Transferable

MUS 350 Music Concentration [Instrumental] 2 credits

Tone production, instrumental techniques, transposition, repertoire, solo performance, ensemble playing and style development are covered in this course. Open only to music majors in B.Mus. (General) Program.

Prerequisite: MUS 250

Corequisite: MUS 305

Tutorial: 1

Student Directed Learning: 10

Transferable

MUS 351 Music Concentration [Vocal] 2 credits

This course covers vocal tone production; tone color; English, Italian, French, Latin and German diction; music (vocal from Baroque, Classical, Romantic) and contemporary periods and an understanding of stylistic and interpretative characteristics of each. Students acquire knowledge of library research, methods pertaining to each and also knowledge of library research methods pertaining to vocal solo and choral groups.

Open to music majors only in B.Mus. program.

Prerequisite: MUS 251

Corequisite: MUS 306

Tutorial: 1 Student Directed Learning: 10

Transferable

MUS 352 Music Concentration [Piano/Organ] 2 credits
 This course covers technique, repertoire, solo performance, style and development. Open to music majors only in B. Mus. (General Program).
 Prerequisite: MUS 252
 Tutorial: 1
 Student Directed Learning: 10
 Transferable

MUS 400 Counterpoint and Chromatic Harmony 3 credits
 Students will continue the study of chromatic four-part harmony with 18th-century counterpoint in this course. In addition, more complex 20th-century practices will be studied.
 Prerequisite: MUS 300
 Lecture: 5
 Transferable

MUS 405 Ensemble—Band 1 credit
 In this course, students study and perform music from all periods and become exposed to the problems met in performance of band music, with emphasis on rehearsal techniques and conductor-performer relationship.
 Prerequisite: MUS 305
 Laboratory: 4
 Transferable

MUS 406 College Chorus 1 credit
 In College Chorus members study and perform works from all periods requiring a chorus of large numbers. Familiarization with conductor-performer relationships is emphasized and exposure is given to problems in performance of choral music, with emphasis on rehearsal techniques. This is lab for MUS 451.
 Prerequisite: MUS 306
 Laboratory: 4
 Transferable

MUS 407 Stage Band 1 credit
 In this course students study by performance, modern jazz, rock, and popular music; instrumental techniques and improvisation and sight reading, using study materials from various sources.
 Prerequisite: MUS 307
 Laboratory: 3
 Enrolment by permission of instructor

MUS 410 Theory of Western Music IV 3 credits
 This course studies chromatic harmony, the extension of the tonal system and more advanced formal structures. Concomitant aural, sight reading and writing skills will be developed.
 Prerequisite: MUS 310
 Lecture: 5
 Transferable

MUS 420 History of Western Music—IV 3 credits
 Developments in style and form of Western music from Haydn to Schoenberg are covered in this course. Obligatory for students in B.Mus. (General) university transfer program and optional for students majoring in music education. Permission of instructor is required for those wishing to take course as elective.
 Prerequisite: MUS 320 or permission of instructor
 Lecture: 4
 Transferable

MUS 440 Piano [Secondary] 1 credit
 Piano, repertoire, technical requirements, aural training, sight reading, accompaniment, improvisation and keyboard harmony are outlined in this course. Available to majors in B.Mus. (General) Program and to B.Ed. students.
 Prerequisite: MUS 340
 Laboratory: 4
 Transferable

MUS 441 Instrumental Secondary 1 credit
 In this course students will continue to study, by performance, posture, breathing, embouchure and articulation on a secondary instrument of choice. All major minor scales and arpeggios will also be studied. Definite levels of performance to be demonstrated upon completion of this course will be described in detail upon inquiry.
 Prerequisite: MUS 341
 Student Directed Learning: 5
 Tutorial: ½
 Transferable

MUS 442 Music Secondary [Vocal] 1 credit
 Students in this course continue to study vocal production and function of the vocal instrument, applying basic vocal skills to songs in English and to technical exercises up to Royal Conservatory of Music, Toronto, Grade 6 level. Students are introduced to German, Italian and French diction.
 Tutorial: ½ hr.
 Student Directed Learning: 10
 Transferable

MUS 450 Music Concentration [Instrumental] 2 credits
 Tone production, instrumental techniques, transposition, repertoire, solo performance, ensemble playing and style development are covered in this course. Open only to music majors in B.Mus. (General) Program.
 Prerequisite: MUS 350
 Corequisite: MUS 405
 Tutorial: 1
 Student Directed Learning: 10
 Transferable

MUS 451 Music Concentration [Vocal] 2 credits
 Vocal production, tone color, English, Italian, French, Latin and German diction; music (vocal) from Baroque, Classical, Romantic, and contemporary periods and an understanding of stylistic and interpretive characteristics of each are outlined in this course. Students acquire knowledge of library research methods pertaining to vocal solo and choral groups. Open to music majors in B.Mus. Program only.
 Prerequisite: MUS 351
 Corequisite: MUS 406
 Tutorial: 1
 Student Directed Learning: 10
 Transferable

MUS 452 Music Concentration (Piano/Organ) 2 credits
 This course covers technique, repertoire, solo performance and style development. Open to music majors only in B.Mus. (General) Program.
 Prerequisite: MUS 352
 Tutorial: 1
 Transferable

In the course description listed, each course that is transferable to any provincial university is shown as "Transferable". This does not imply transferability in all

cases to all universities. Transfer guides published by each provincial university or by Douglas College should be consulted for exact transfer eligibility.

MUSICAL INSTRUMENT REPAIR TECHNICIAN

[Will not be offered 1980-81]

MIR 100 Basic Woodwind Repair Techniques 6 credits
In this course the students will learn the basic principles of repair to all woodwind instruments. The correct use of tools and materials used in woodwind instrument repair will be studied and students will learn to diagnose faults and the necessary action to take.

Prerequisite: None

Lecture: 3 Laboratory: 5 Seminar: 1

MIR 110 Basic Brasswind Repair Techniques 6 credits
In this course students will learn the basic principles repair to all brasswind instruments. The correct use of tools and materials used in brasswind instrument repair will be studied and students will learn to diagnose faults and the necessary action to take.

Prerequisite: None

Lecture: 3 Laboratory: 5 Seminar: 1

MIR 120 Basic Business Practices & Shop Planning 2 credits
In this course students will study basic shop planning and be given an introduction to rudimentary business procedures related to musical instrument repair.

Prerequisite: None

Lecture: 1

MIR 130 Woodwind Techniques 2 credits
Students in this course will study the theory of the production of sound on all woodwind instruments. They will also learn (by performance) the piccolo, flute, oboe, clarinet, saxophone and bassoon in preparation for effective diagnosis regarding repair problems.

Prerequisite: None

Lecture: 1 Laboratory: 2

MIR 131 Brasswind Techniques 2 credits
Students in Brasswind Techniques will study the theory of the production of sound on all brasswind instruments and will learn (by performance) the trumpet, trombone, french horn, baritone and tuba, in preparation for effective diagnosis regarding repair problems.

Prerequisite: None

Lecture: 1 Laboratory: 2

MIR 200 Comprehensive Woodwind Repair Techniques 6 credits
Students will study and practice the complete methods of repair to all woodwind instruments in this course. The use of materials and equipment for complete woodwind overhauls will be studied.

Prerequisite: MIR 100

Lecture: 2 Laboratory: 6 Seminar: 1

MIR 210 Comprehensive Brasswind Repair Techniques 6 credits
In this course students will study and practice the complete methods of repair to all brasswind instruments. The use of materials and equipment for complete overhauls will also be studied.

Prerequisite: MIR 110

Lecture: 2 Laboratory: 6 Seminar: 1

MIR 220 Comprehensive Business Practices & Shop Planning 2 credits
Students in this course will study shop planning, tool selection and business procedures in preparation for setting up a brass-woodwind instrument repair business.

Prerequisite: MIR 120

Lecture: 1

NURSING

NOTE: All Nursing Courses are restricted to students enrolled in the program and must be taken in the semester sequence indicated within the program. (See program description for sequencing.) Unless otherwise indicated, all nursing theory courses must precede or be taken concurrently with the corresponding clinical course (e.g. NUR 100 and NUR 110.)

LONG TERM CARE (AIDE) COURSES

LTC 140 Long Term Care (Aide) Theory (11 wks.) 4 credits
LTC 140 provides the basic theory necessary for L.T.C. Aides to assist with the maintenance and/or re-establishment of normal need patterns for the adult and elderly resident in extended care-type hospital settings.

Prerequisite: None

Lecture/Discussion: 6

LTC 142 Long Term Care (Aide) Practice (11 wks.) 5 credits
LTC 142 presents the L.T.C. Aide with an opportunity to provide supervised care for the adult and elderly resident in the Extended Care Unit of the hospital.

Prerequisite: None

Laboratory: 6

Clinical Experience: 13

LTC 143 Long Term Care (Aide) Practicum (4 wks.) 3 credits
LTC 143 provides nursing aide students with an opportunity to work with a health care team during all shifts in a selected Extended Care Unit in the community.

Prerequisite: LTC 140, 142, HS 140

Clinical Experience: 35½

FIRST YEAR NURSING COURSES

NUR 100 Basic Nursing 3 credits
NUR 100 introduces students to the conceptual framework of the nursing program and basic concepts of normal growth and development. Concepts, theory and nursing skills necessary for the maintenance and/or re-establishment of normal need fulfillment are introduced through the framework of the nursing program. The following needs are studied in detail: protection and safety, rest and activity and sexuality/reproduction.

Lecture: 4

NUR 101 Pharmacology for Nurses 1 credit
NUR 101 is a 16-hour-per-semester course which introduces Pharmacology for Nurses. It has two components: Pharmacology—including the major categories of drugs and specific drugs effecting the needs for protection and safety,

rest and activity, sexuality and reproduction. Mathematics—students use a programmed learning book to review basic computations using the metric, apothecary and household systems of measurement.

Lecture: 1 Laboratory: 1

NUR 110 Clinical Nursing for NUR 100 5 credits

Nur 110 provides students with an opportunity to observe and discuss the characteristics of normal growth and development and normal need fulfillment for specified age groups. Visits are made in the community. Nursing care applies theory and skills of the NUR 100 course to selected patients in an extended care setting.

Laboratory: 2 Field Experience: 8

NUR 200 Basic Nursing Theory II 3 credits

NUR 200 is a continuation of the NUR 100 course. Through the use of the nursing process, students are introduced to concepts, theory and nursing skills necessary for the maintenance and/or re-establishment of normal need fulfillment. The needs for oxygen, nutrition, elimination, security/self-esteem and sensory satisfaction are studied.

Lecture: 4

NUR 201 Pharmacology for Nurses 1 credit

NUR 201 is a 16-per-semester course and a continuation of NUR 101. It has two components: Pharmacology—including the major categories of drugs affecting the needs for oxygen, nutrition, elimination, security/self-esteem and sensory satisfaction. Specified endocrine hormones and their effect on body functions are discussed. Mathematics—students use a programmed learning text to apply given formulas when computing dosages of oral medications, intravenous flow rates and preparations of stock solutions.

Lecture: 1 Laboratory: 1

NUR 210 Clinical Nursing for NUR 200 6 credits

NUR 210 provides students with the opportunity to apply concepts and skills presented in NUR 200 to the nursing care of specified patients in maternity and pediatric units in the hospital setting.

Laboratory: 2 Field Experience: 15

NUR 300 Basic Nursing Theory III 3 credits

NUR 300 introduces students to the theory necessary for effective nursing care of patients experiencing significant responses to stress. Prototype "deviations" are studied as they relate to specific age groups and needs. Principles of care for the surgical patient and for the terminally ill are examined.

NUR 310 Clinical Nursing for NUR 300 11 credits

NUR 310 provides students with the opportunity to apply concepts and skills presented in NUR 300 when implementing nursing care for patients experiencing significant responses to stress. Emphasis is placed on the care of the medical/surgical patient and the terminally ill in the hospital setting.

Laboratory: 2 Field Experience: 24

SECOND YEAR R.N. COURSES

NUR 401 Nursing Theory IV 4 credits

NUR 401 presents the theory and skills necessary to carry out effective nursing care for the adult/aged whose needs are affected in a major way by responses to commonly occurring stressors. Emphasis is placed on a study of the acutely ill adult/aged patient.

Lecture: 6

NUR 411 Clinical Experience for NUR 401 6 credits

NUR 411 provides students with the opportunity to care for the adult/aged patient whose needs are affected in a major way by responses to commonly occurring stressors.

Emphasis is placed on the care of the acutely ill adult/aged patient. Nursing interventions are complex in nature and apply concepts and skills presented in NUR 401.

Laboratory: 2 Field Experience: 15

NUR 501 Maternal Nursing 2 credits

NUR 501 is a 7-week course related to the response to the human need for reproduction. It presents the theory necessary to carry out effective nursing care for the childbearing family. This includes the theory of normal labor and delivery, as well as theory relative to responses when stressors interfere in the antepartum, intrapartum and postpartum periods.

Lecture: 6

NUR 502 Nursing of Children 2 credits

NUR 502 is a 7-week course. It presents the theory and skills necessary to carry out effective nursing care for children when a specific need is affected by commonly occurring stressors with a resulting interference in the interrelationship with other needs. Prototype disorders of the child are studied. Emphasis is placed on the emotional aspects of care, the care of the seriously ill child and the effect on family dynamics.

Lecture: 6

NUR 503 Mental Health Nursing 2 credits

NUR 503 is a 7-week course. It presents the theory and skills necessary to carry out effective nursing care for patients whose need for security/self-esteem is affected by psychological stressors. Patterns of maladaptive behaviour which are a response to psychological stress are examined. Nursing intervention into maladaptive behavior patterns are studied.

Lecture: 6

NUR 504 Obstetrics Nursing 5 credits

Nursing 504 is an 8-week course for graduate nurses (general and psychiatric) with no previous obstetrical nursing theory or practice. It presents the theory related to the childbearing family including the normal antepartum, intrapartum and postpartum periods. It also includes knowledge of stressors that affect the childbearing family.

Lecture: 10

NUR 511 Clinical Nursing for NUR 501 3 credits

NUR 511 is a 7-week clinical course which provides students with the opportunity to carry out nursing care for the childbearing family. This includes the periods of normal labor and delivery, as well as situations when stressors interfere with antepartum, intrapartum and postpartum periods.

Laboratory: 2 Field Experience: 15

NUR 512 Clinical Nursing for NUR 502 3 credits

Nursing 512 is a 7-week course. It provides students with an opportunity to carry out nursing care measures for the child when an individual need is affected by stressors. Emphasis is given to the care of the acutely ill child (not to include intensive or critical care), to the terminally ill child and to the application of concepts and skills presented in NUR 502.

Laboratory: 2 Field Experience: 15

NUR 513 Clinical Nursing for NUR 503 3 credits

NUR 513 is a 7-week course. It provides students with the opportunity to carry out nursing care measures for adults whose need for security/self-esteem is affected by psychological stressors. Emphasis is given to the nursing approach to deviant behaviour patterns and to the application of concepts presented in NUR 503.

Laboratory: 2 Field Experience: 15

NUR 514 Clinical Experience for NUR 504 5 credits

Nursing 514 is an 8-week clinical course for graduate nurses and general or psychiatric nurses with no previous obstetrical nursing theory or practice. The focus is on

providing nursing care to the childbearing family in the hospital settings. This includes meeting the needs of the normal antepartum, intrapartum and postpartum family and those of the normal newborn. It also includes nursing care in situations when stressors interfere with the reproductive cycle and with the newborn infant.
Laboratory: 2 Field Experience: 22.5

NUR 520 Nursing Survey 2 credits
This course surveys patterns of nursing practice with emphasis on professional humanistic leadership and change within health service organizations. It provides an opportunity for students to share beliefs, attitudes and values about nursing and develop realistic expectations on the role of the graduate.
Lecture: 2

NUR 690 Clinical Nursing Practicum 7 credits
NUR 690 (a 7-week course) provides an opportunity for students to practice full-time in one clinical area as a member of the nursing team and then, if possible, in a leadership role. Students consolidate theory and practice and gain more self confidence preparatory to graduation.
Field Experience: 35

SECOND YEAR—RPN COURSES

NUR 450 Psychiatric Nursing Theory 4 credits
NUR 450 presents the theory and skills necessary to carry out effective psychiatric nursing care for patient/clients whose need for security is affected in a major way by psychological stressors. Nursing interventions into maladaptive behaviour patterns and the nurses's role in regard to the therapeutic relationship and somatic therapies will be examined. Psychopathology is integrated with the course. Content is approached through the "needs" structure and the use of the nursing process.
Lecture: 6

NUR 451 Clinical Psychiatric Nursing 6 credits
This course provides students with the opportunity to assess, plan, implement and evaluate nursing care for adult patients in acute psychological disequilibrium. Clinical placement is on an acute treatment unit of an institution that provides primarily psychiatric care. Nursing care emphasizes the application of concepts presented in NUR 450.
Laboratory: 2 Field Experience: 14

NUR 550 Mental Retardation Nursing 2 credits
This course presents the theory and skills necessary to provide developmental opportunities and programs for individuals with common handicapping conditions such as autism, mental retardation, cerebral palsy and hyperkinesia. This is a 7-week course.

NUR 550 Handicapping Conditions 2 credits
This course provides students with an opportunity to implement nursing measures that provide developmental opportunities and programs for handicapped individuals with common handicapping conditions. (Autism, Mental Retardation, Cerebral Palsy and Hyperkinesia.) Clinical placement will be in an integrated elementary school where students primarily assist handicapped individuals to learn activities of daily living. This is a 7-week course.

Field experience: 12

NUR 552 Psychiatric/Medical Nursing Theory 1½ credits
Nursing 552 presents theory and skills necessary to provide effective nursing care for adults whose needs are affected in a major way by their responses to commonly-occurring stressors. Emphasis is placed on the study of selected adult patients in the medical setting and integration with previously-learned psychiatric and medical theory. Health teaching is highlighted. Student-directed seminars will assist students to integrate theory with clinical experience. This course is 7 weeks long.
Seminar: 4

NUR 553 Clinical Psychiatric/Medical Nursing 4 credits
Nursing 553 provides students with an opportunity to consolidate nursing knowledge acquired previously, within the school laboratory and clinical area. Students will care for adult patients in the acute medical setting who have selected medical problems and who may be experiencing psychiatric problems as well. This course is 7 weeks long.
Laboratory: 1½ Field Experience: 22

NUR 555 Psychogeriatric Nursing 2 credits
NUR 555 provides students with knowledge of how aged individuals are affected by various stressors that result in an interference in meeting their basic needs. The need for security is highlighted. Nursing interventions into problems resulting from need interference are examined.
Lecture: 6

NUR 556 Clinical Psychogeriatric Nursing 3 credits
This 6-week course provides an opportunity to assess, plan, implement and evaluate nursing care for selected psychogeriatric patients in in-patient institutional settings.
Field Experience: 22

NUR 560 Therapeutic Relationships 2 credits
This course presents the theory and skills required in the development and maintenance of effective individual therapeutic relationships. Students will increase their skills in the application of communication techniques that facilitate nurse-patient interactions. The role and functions of the group leader in relation to small group therapy will also be explored in detail. Through simulated laboratory practice sessions, students will demonstrate facilitative and problem solving interviewing.
Lecture: 1 Laboratory: 1

NUR 650 Psychiatric Nursing Theory II 1 credit
Nursing 650 examines common mental health concerns not previously explored in NUR 450. Weekly student-directed seminars will assist students to integrate theory with the clinical experience of NUR 651.
Seminar: 2

NUR 651 Clinical Psychiatric Nursing II 5 credits
NUR 651 provides students with the opportunity to consolidate knowledge and skills within the clinical area, to develop beginning leadership skills within the nursing team and to prepare for the workload of a graduate psychiatric nurse. Clinical placements are within an acute psychiatric setting. This course is 7 weeks in length.
Field Experience: 30

OCCUPATIONAL INFORMATION ADVISOR —SEE HUMAN DEVELOPMENT

PHILOSOPHY

Any 100-numbered course will serve as an introduction to philosophy and, with the exception of Phi-131, is a prerequisite for 200-numbered courses. The latter may also be taken, without prerequisite, with the consent of the instructor. Phi-105 and Phi-150 are analogous to UBC's Phi-102 and our Phi-190 and Phi-110 to UBC's Phi-201. Students planning to continue in philosophy at the universities are advised to take Phi-150 and/or Phi-200.

PHI 100 Introduction to Philosophy

3 credits

This course offers an introduction to questions raised by philosophical thinking, past and present and to those who raised them. It is designed to serve students who desire to have at least one course in Philosophy as part of their liberal education and potential majors or minors in Philosophy, for whom it will serve as a foundation for further work in the field.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable

PHI 105 Effective Thinking

3 credits

The theory and practice of effective thinking, in which the basic nature of reasoning and the fallacies which prevent effective thinking, are examined in this course. Topics may include: the nature of logical persuasion, the assessment of probability inferences, the formulation and testing of scientific hypotheses, the construction of definitions, the detection of fallacious thinking and the development of reasoned arguments. Emphasis will be upon creating one's own arguments and upon recognizing the influence of psychological and rhetorical persuasion in these arguments and in media presentations, political discussions, advertisements and popular academic writings. Through constructive dialogue, this course provides a broader and less formal approach to effective thinking than Phi-150.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable

PHI 110 Confronting Moral Issues: Ethics

3 credits

This course searches for the meaning and justification of moral judgments such as "right", "wrong", "good", "evil", with special attention to contemporary moral concerns. It includes relevant readings in classical and modern texts, discussion groups and research of students' choice.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable

PHI 120 Fact, Faith and Fiction

3 credits

This course introduces students to the philosophy of religion that investigates the fact of religion; concepts of faith; relation of religious faith to reason, ethics, and problems of both evil and free will; fictions in theism, agnosticism and atheism. Owing to the dominant position of Judaic-Christian religion in Western civilization, special attention is given to this area.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable

PHI 131 Religions of Mankind

3 credits

Religions of Mankind offers a comparative examination of

major religions in the context of human thought and culture: the role of myth, legend, miracles, faith, beliefs and revelation, as found in the major religions.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable

PHI 150 Critical Thinking

3 credits

This course studies the logical uses of language and basic forms and rules of logical reasoning. It includes deduction and induction, fallacies, definition, traditional deductive logic, validity and invalidity and elements of symbolic logic. Emphasis is placed on acquiring a working knowledge of topics covered.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable

PHI 160 Philosophy, Religion and Women

3 credits

This course considers the notion of womanhood, with respect to the various stages of people's intellectual history from the dawn of mankind up to the women's liberation movement in contemporary society. Figuratively speaking, it looks at the notion of womanhood within the context of the traditional distinctions people have drawn between the concepts of ego and object; nature and history, mind and body, and nature and grace. Its primary theme is, to what extent have these concepts and distinctions influenced the various stages of human development in general and that of women in particular.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable

PHI 200 Studies in Philosophy

3 credits

Studies in Philosophy is a continuation of PHI 100, with the addition of freedom and determinism, moral philosophy and the philosophy of politics. Seminars, discussion periods and film presentation augment studies in selected philosophical readings.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable

PHI 240 Search for Selfhood: Existentialism

3 credits

This course acquaints students with the fundamentals of the existentialist movement as a philosophical perspective. It involves a survey of the historical and philosophical background of the movement; an examination of the method of phenomenology and an analysis of the manner in which it is utilized by existentialists and a survey of the common main themes of the movement.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable

PHI 190 Political Man and Social Man

3 credits

Political Man and Social Man studies sources and limits of political authority, relationship between the individual and society, moral dimensions of social control and the impact of behavioral sciences on social and political philosophy. Readings include relevant texts in classical and modern philosophy and in social sciences.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable

PHYSICAL EDUCATION AND RECREATION

[See also Therapeutic Recreation Technician Program]

A. Transfer to the University of British Columbia

Douglas College offers a two-year university program that prepares students for entry into third year of the Bachelor of Physical Education, Bachelor of Recreation Education and Bachelor of Education (secondary) programs at UBC. Students who desire to transfer into a Bachelor of Education (elementary) program at university should do so after one year at Douglas.

Those who plan to apply for transfer to UBC should observe the following regulations:

1. Students applying for admission to the B.R.E. Program may present a maximum of eight credits in physical education activities if over four semesters.
2. Students in either B.P.E. or B.Ed. (PE Major) may present a maximum of 19 credits in physical education courses if taken over four semesters.
3. Students planning to take only two semesters should select the courses to conform as closely as possible to requirements as indicated in the UBC calendar for the first year.

Course requirements for these Douglas programs are indicated in the accompanying graph. The numbers indicate the semester(s) in which the courses listed at the left should be taken.

Please Note:

1. First-semester and second-semester English requirements for B.P.E., B.R.E., and B.Ed. are: any two of English 100, 102, 106, 109, 114, 151, 200. **Note particularly:** you cannot receive credit for both 100 and 200.
2. Third-semester and fourth-semester English requirements for B.R.E., B.P.E. (option A) and B.Ed. (secondary) program: any two of ENG 314, 315, 316, 319 (preferably ENG 316 and 317).
3. Physical Education PE 113 must be included as one of the activity courses in B.R.E., unless written permission to substitute another course has been obtained from the School of Physical Education at UBC. The other two activity courses for B.R.E. must be selected in consultation with the faculty advisor.
4. First-semester and second-semester physical education activity course requirements for B.Ed. (elementary): (a) PE 113; (b) PE 119; (c) PE 118; (d) any 3 of: PE 110, 111, 112, 114, 115, 116, 117, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 151, 152, and 153.
5. Required activity courses for all students in the B.Ed. (secondary) program are:
PE 113, 118, 119 or 120;
one from:
PE 111, 116, 124, 126, 151, 152, and 153
one from:
PE 112, 114, 115, 121, 122, 125, 127, 128;
plus any one other two-credit Physical Education activity course of student's choice.
6. Required activity courses for all students in the B.P.E. program are: PE 110, 113, 117, 118, 119 or 120
one from:
PE 111, 116, 124, 126, 151, 152, and 153
one of:
PE 112, 114, 115, 121, 122, 125, 127, 128;
plus any one other two-credit Physical Education activity course of student's choice.
7. Students in the B.P.E. program must select a second

area of concentration consisting of a minimum of 12 semester credits from either the Faculty of Arts or the Faculty of Science at UBC, or from equivalent Douglas College courses.

8. Students in the B.P.E. program must select 12 credits of course work as electives from other departments in consultation with the faculty advisor.

Required In:	Credits	B.P.E. Option A	B.P.E. Option B	B.R.E.	B.Ed. (Sec.)	B.Ed. (Elem.)
Course Description						
PHY 100 or 110 or						
PSY 100.....	6	1-3				
PHY 200 or PHY 210 or						
PSY 200.....	6	2-4				
PSY 100 and PSY 200.....	6	3-4		1-2		
4 electives from arts						
or sciences.....	12	1-2				
2 electives from arts						
or sciences.....	6	3-4				
2 electives from						
lab science.....	6					1-2
2 electives from history,						
geography, or						
social science.....	6					1-2
4 electives (see note 7).....	12	3-4				
Electives and courses re-						
quired for second academic						
concentration.....	18				1-2	
Electives and courses re-						
quired for second academic						
concentration.....	12				3-4	
SOC 125 and SOC 135.....	6		3-4			
Psychology: two of PSY						
320, 322, 330, 430 or 350....	6					
	3-4					
4 electives (see note 8).....	12			1-2		
				3-4		
ART 120 and 121.....	6			1-2		
BIO 110 and 111.....	6	1-2	3-4	1-2		
CHE 110 and 210.....	6		1-2			
CHE 320 or PSY 300.....	3		3			
CHE 420 or PSY 400.....	3		4			
First-level English						
(see note 1).....	6	1-2	1-2	1-2	1-2	1-2
Second-level English						
(see note 2).....	6	3-4		3-4	3-4	
MAT 120 and 220.....	6		1-2			
MAT 131.....	2		2			
MUS 100 or 320, or						
any course from arts						
or science.....						
*PE 370.....	3				3	
*PE 470.....	3				4	
PE 380.....	3				3	
3 PE activities (see note 3)....	6				1-2-4	

6 PE activities (see note 4)...	8				
	1-2				
6 PE activities (see note 5)...	12				1-2-3-4
8 PE activities (see note 6)...	16	1-2	1-2		
		3-4	3-4		
PE 350.....	3	4	4		4
PE 360.....	3				3
MUS 200 or 420 or any course from ARTS or Science					

*These courses will only be offered for specific programs such as the B.R.E. and Therapeutic Recreation when there is an adequate demand.

A. REVISED BACHELOR OF PHYSICAL EDUCATION TRANSFER PROGRAM TO THE UNIVERSITY OF BRITISH COLUMBIA

Rationale for the New Curriculum

Please note that the program is brand new; both the university and the colleges will start offering new courses in the fall of 1980. UBC will be quite tolerant of those students caught between the new and the old, with regard to transferability. Nevertheless, seek good guidance and minimize your problems in this respect.

The prime purpose of the revised Bachelor of Physical Education degree at UBC is to provide a sound initial theoretical base of knowledge and a clear understanding of the expanded field of Physical Education so that students are then able to proceed, from an enlightened position, towards subsequent specialization.

Three introductory theory courses are designed to provide the early identification and understanding of the primary bodies of knowledge in the field of Physical Education. These are: P.E. 105—An Introduction to the Study of Sport; P.E. 163—Biodynamics of Physical Activity and P.E. 164—Dynamics of Motor Skill Acquisition. An important feature of the new theory courses is that they are horizontally structured so that subject boundaries can be readily crossed to make different topics more meaningful.

Similarly, the addition of a number of required second year and upper level courses will provide students with an in-depth understanding of the bodies of knowledge that comprise the expanded field of Physical Education.

B.P.E. students may transfer a maximum of 18 theory and 14 activity credits to UBC during their two years at Douglas College.

TRANSFER TO SIMON FRASER UNIVERSITY

Douglas College offers a two-year university program which prepares students for entry into the third year of the Bachelor of Science with Kinesiology, Major at Simon Fraser University.

The study of Kinesiology includes anatomical, physiological, mechanical, developmental, physiological and sociological aspects of movement. It is based upon the study of Biology, Chemistry, Mathematics, Physics, Psychology and Sociology.

Douglas College offers a full range of courses in these disciplines in the first and second year.

Note: Kinesiology 100, Computing Science 103 and 142, must still be acquired from Simon Fraser University during the first two years.

Students who wish to embark on this program are advised to consult first with a counsellor at Douglas or an academic advisor at S.F.U.

Douglas College provides an Introduction to the B.Ed. degree with a minor in Elementary School Physical Education at Simon Fraser University.

The Minor in Elementary School Physical Education provides students in the Professional Development Program with additional and special competence to teach Physical Education.

Note: There is one intake per year (Fall semester) to the Elementary School Physical Education Minor at S.F.U.Y.

The following Physical Education courses are available at Douglas College for transfer into the lower division of the P.D.P. program at S.F.U.:

1) P.E. 175, 192 and 280 (each three credits). It is strongly recommended that students complete any two of these courses prior to enrolling in EDUC 401 at S.F.U.

2) P.E. 170, 173, 180, 195 and 198 (each 3 credits). These courses earn unassigned lower division credit towards the Minor.

Students who wish to embark on this program are advised to consult first with a counsellor at Douglas or an academic advisor at S.F.U.

B. TRANSFER TO THE UNIVERSITY OF VICTORIA

Douglas College offers two-year university transfer programs which prepare students for entry into third year of the Bachelor of Education (elementary and secondary) programs at the University of Victoria.

The descriptions on the following pages outline all course requirements for the first four semesters, excepting course requirements for a second teaching area.

Students entering their programs must select a second teaching area. Having done so, students must check with counselling or with the convenor of that discipline to establish:

- what the course requirements are for their second teaching area;
- if transfer credit to the University of Victoria has been granted for their courses.

Electives should also be chosen in consultation with faculty advisors.

*These courses will only be offered for specific programs such as the B.R.E. and therapeutic recreation when there is an adequate demand.

UNIVERSITY OF BRITISH COLUMBIA BACHELOR OF PHYSICAL EDUCATION REVISED CURRICULUM 1980

First Semester	Credits
Any two of Biology 110, Chemistry 110, Math 120, Physics 100, Psychology 100—see note 1	6
English—see note 2.....	3
P.E. 105—An Introduction to the Study of Sport	3
P.E. 163—Biodynamics of Physical Activity	3
P.E. Activity course—see note 3.....	2

17

Second Semester	Credits
Any two of Biology 111, Chemistry 210, Math 220, Physics 200, Psychology 200—see note 1	6
English—see note 2.....	3
P.E. 164—Dynamics of Motor Skill Acquisition	3
P.E. Activity course—see note 3.....	4

16

Third Semester	Credits
English—See note 4	3
Any two courses from Arts or Science—see note 5.....	6
P.E. 205—Sport in Canadian Society	3
Human Functional Anatomy and Applied Physiology I (under development)—see note 6.....	3
P.E. Activity course—see note 3.....	2

17

Fourth Semester	Credits
English—see note 4.....	3
Any two courses from Arts or Science—see note 5.....	6
Human Functional Anatomy and Applied Physiology II (under development)—see note 6.....	3
P.E. Activity courses—see note 3.....	6

18

NOTES:

1. Second semester selections must be sequential to first semester selections, e.g. Biology 110 in first semester must be followed by Biology 111.
2. First semester and second semester English requirements are any two of: Eng. 102, 106, 109, 114, 151, OR Eng. 100 and 200.
3. Required activity courses for all students in the B.P.E. program are:
 - a) P.E. 110, 113, 117, 118, 120.
 - b) One from P.E. 111, 116, 124, 126, 151, 152, 153, 155.
 - c) One from P.E. 112, 114, 115, 121, 122, 127, 128.
4. Third semester and fourth semester English requirements are any two of: Eng. 314, 315, 316, 317, 319 (preferably Eng. 316 and 317).
5. Students are advised to select courses here in the area of their second teaching concentration.
6. Human Functional Anatomy and Applied Physiology I and II together are the equivalent of P.E. 391 at UBC (Human Functional Anatomy and Applied Physiology).

Bachelor of Education—Elementary—Transitional Program Course Credits**FIRST SEMESTER**

English—ENG 100	3
Math—MAT 150	3
Geography—GEOG 100 or GEOG 130	3
2 PE activities—See Note 1 & 5	2
Second teaching area or prerequisites, if required; or electives	6
	17

SECOND SEMESTER

English—ENG 106 or ENG 114	3
Math—MAT 250	3
Geography—GEOG 110 or GEOG 120	3
1 PE Activity—See Note 1 & 5	1
Second teaching area or prerequisites, if required; or electives	6
	16

THIRD SEMESTER

English—ENG 316	3
Lab Science—CHE 100 or BIO 110 or PHY 100	3
Anthropology—ANT 120 or 130 or 190 OR History—HIS 113	3
2 PE Activities—See note 1 & 5	2
Physical Education—PE 350	3
Second teaching area or prerequisites, if required; or electives	6
	16

Bachelor of Education—Secondary Course Credits**FIRST SEMESTER**

English—ENG 100	3
Physical Education—3 PE Activities—See Note 4 & 5	3
Corequisites and/or Electives	6
Second teaching area	3
	15

SECOND SEMESTER

English—ENG 106 or ENG 114	3
Physical Education—2 PE Activities—See Note 4 & 5	2
Corequisites and/or electives	6
Second teaching area	6
	17

THIRD SEMESTER

Physical Education—2 PE Activities—See Note 4 & 5	2
Physical Education—PE 350	3
Corequisites and/or electives	6
Second teaching area	6
	17

FOURTH SEMESTER

Physical Education—3 PE Activities—See Note 4 & 5	3
Corequisites and/or electives	6
Second teaching area	6
	15

Notes—University of Victoria

1. Physical Education activity courses for the Bachelor of Education—Elementary Program are to be selected from the following list:
 - a. PE 110, 113, 117, 118, 119 or 120, 129
 - b. PE 126
 - c. PE 111 or 116
 - d. Maximum of 4 from PE 112, 114, 121, 122, 123, 124, 125, 127, 128, 151, 152 or choices in b. and c. above not taken (at least one outdoor and one indoor sport must be included).
2. The students' choice here must have a prerequisite in the third semester: e.g. prerequisite to CHE 200 would be CHE 100.
3. The students' choice here must be sequential to the choice made in the third semester: e.g. HIS 114 must be preceded by HIS 113.
4. Physical Education activity courses for the Bachelor of Education—Secondary Program are to be selected from the following list:
 - a. PE 110, 113, 117, 119 or 120, 129
 - b. PE 126
 - c. PE 111 or 116
 - d. Maximum of 5 from PE 112, 114, 118, 121, 122, 123, 124, 125, 127, 128, 151, 152 or choices in b. and c. above not taken (at least one outdoor and one indoor sport must be included).
5. It should be noted that although Physical Education activities are assigned 2 semester hours of credit each at Douglas College, they are assigned only 1 semester hour of credit at the University of Victoria. Thus students transferring to the University of Victoria would only be allotted one transfer credit for each Physical Education activity course they passed at Douglas College.

TRANSFER TO THE UNIVERSITY OF ALBERTA

Douglas College offers a two-year university-transfer program, which prepares students for entry into third year of the Bachelor of Physical Education Program at the University of Alberta, Edmonton.

The descriptions on the following pages outline all course requirements for this degree. Six routes or areas of specialization are offered in this degree, namely, Adapted Physical Education, Administration, Coaching, Dance, Outdoor Education, Athletic Training and Conditioning. On completion of the course requirements in the first four semesters at Douglas College, each student, if accepted into third year of study at the University of Alberta, will be required to major in a minimum of one route. Students are requested to consult a University of Alberta calendar for precise details regarding course requirements in their third and fourth year of study.

Students are forewarned that only a limited number of applications for entry into third year will be accepted. Acceptance is usually based on reference and a good grade-point average.

PHYSICAL EDUCATION SERVICE PROGRAM

The popularity of many activity courses at Douglas College has prompted expansion into the area of voluntary service courses. All students, both part-time and full-time, are eligible to enrol in any one or more of these courses, which emphasize personal rather than professional development.

Classes meet for three hours weekly and each course carries one credit. The three hours are devoted mainly to practical work. These courses are at present non-transferable but give credit toward the College diploma. The courses are numbered PE 130 to 150.

PE 105 Introduction to the Study of Sport 3 credits

This course will provide students with a knowledge of classifications for leisure, play, games, contests, dance and sport, together with an understanding of their relationships. (This is one of the three courses required in the first year and designed to provide the basis with which to understand the field of Physical Education).

Prerequisite: None

Lecture: 3 Seminar: 1

Transferable

PE 110 Track and Field 2 credits

This course provides theoretical and practical knowledge of six track and field events. It is not intended to produce top-class athletes, but rather teachers who can help children and the community to make good use of leisure time through participation in athletic diversions. High jump, long jump, discus, shot put, sprinting and middle-distance running are dealt with under the headings: kinesiological principles, teaching methods and techniques appropriate to school and community programs. Offered as elective and for transfer.

Prerequisite: None

Lecture: 1 Laboratory: 3

Transferable

PE 111 Badminton 2 credits

This course provides theoretical and practical knowledge of badminton. It is not intended to produce expert players, but rather teachers who can help children in the community to make good use of leisure time through participation in athletic diversions. Emphasis is on skills, rules, tactics, teaching methods and techniques appropriate to school and community programs. Offered as elective and for transfer.

Prerequisite: None

Lecture: 1 Laboratory: 3

Transferable

PE 112 Volleyball 2 credits

This course provides theoretical and practical knowledge of volleyball. It is not intended to produce expert players, but rather teachers who can help children and the community to make good use of leisure time through participation in athletic diversions. Emphasis is on skills, rules, tactics, teaching methods and techniques appropriate to school and community programs. Offered as elective and for transfer.

Prerequisite: None

Lecture: 1 Laboratory: 3

Transferable

PE 113 Swimming and Water Safety 2 credits

This course provides theoretical and practical knowledge of water-safety skills, strokes, entries, survival and teaching techniques appropriate to school and community programs. Offered as elective and for transfer.

Prerequisite: Ability to swim 25 yards, any stroke

Lecture: 1 Laboratory: 3

Transferable

PE 114 Basketball 2 credits

This course provides theoretical and practical knowledge of basketball. It is not intended to produce expert basketball players, but rather teachers who can assist children and the community to make good use of leisure time through participation in athletic diversions. Emphasis is on skills, offensive and defensive tactics, teaching methods and techniques. Offered as elective and for transfer.

Prerequisite: None

Lecture: 1 Laboratory: 3

Transferable

PE 115 Minor Games 2 credits

This course prepares students to conceive, organize and operate indoor recreation programs involving games, contests, and relays—including individual, pair, team and group activities. It emphasizes teaching techniques and program planning. Offered as elective and for transfer.

Prerequisite: None

Lecture: 1 Laboratory: 3

Transferable

PE 116 Tennis 2 credits

This course, ordinarily given in summer, provides theoretical and practical knowledge of tennis. It is not intended to produce expert players, but rather teachers who can assist children and the community to make good use of leisure time through participation in athletic diversions. Emphasis is on skills, rules, tactics, teaching methods and techniques. Offered as elective and for transfer.

Prerequisite: None

Lecture: 1 Laboratory: 3

Transferable

PE 117 Conditioning Program 2 credits

This course provides theoretical and practical knowledge of conditioning programs related to specific needs. It is not intended to produce top-class athletes, but rather instructors to serve the community. Emphasis is on conditioning exercises, fitness assessment, adaptation of exercise programs, teaching methods and techniques. Offered as elective and for transfer.

Prerequisite: None

Lecture: 1 Gymnasium: 3

Transferable

PE 118 Creative Dance 2 credits

This course provides theoretical and practical knowledge of contemporary dance as taught from the elementary to the college level. It is not intended to produce experts, but rather instructors to serve the community. Emphasis is on rhythm and movement skills, dance notation, percussion accompaniment, teaching methods and techniques. Offered as elective and for transfer.

Prerequisite: None

Lecture: 1 Laboratory: 3

Transferable

PE 119 Educational Gymnastics [Men and Women] 2 credits

Students in this course will gain a theoretical and practical knowledge of an individualized approach to movement education on floor and apparatus and relevant teaching methods.

Prerequisites: None

Sequential courses: None

Lecture: 1 Laboratory: 3

Transferable

PE 120 Artistic Gymnastics [Men and Women] 2 credits

Students in this course will gain a theoretical and practical knowledge of trampolining, tumbling, floor exercise, apparatus skills, routines and teaching methods.

Prerequisites: None

Sequential Courses: None

Lecture: 1 Laboratory: 3

Transferable

PE 121 Field Hockey 2 credits

This course provides theoretical and practical knowledge of field hockey. It is not intended to produce expert players, but rather teachers of field hockey who will be able to utilize the acquired knowledge within the community and schools. Emphasis is on skills, rules, offensive and defensive tactics, teaching methods and techniques. Offered as elective and for transfer.

Prerequisite: None

Lecture: 1 Laboratory: 3

Transferable

PE 122 Soccer 2 credits

This course provides theoretical and practical knowledge of soccer. It is not intended to produce expert players, but rather teachers who will be able to utilize the acquired

knowledge within the community and schools. Emphasis is on skills, rules, offensive and defensive tactics, teaching methods and techniques. Offered as elective and for transfer.

Prerequisite: None

Lecture: 1 Laboratory: 3

PE 123 Social Dance

2 credits

This course provides theoretical and practical knowledge of figures and techniques of waltz, fox trot, rumba, samba, tango, cha-cha-cha, polka, jive and discotheque swing. It covers the history of social dance, dance etiquette, and teaching methods.

Prerequisite: None

Lecture: 1 Laboratory: 3

Transferable

PE 124 Outdoor Activities and Leadership Skills

2 credits

This course provides an introduction of camping, orienteering, cross-country skiing, snowshoeing and canoeing. The main emphasis is on outdoor leadership skills, since this course is designed basically for students going into teaching.

Prerequisite: None

Lecture: 1 Laboratory: 3

Transferable

PE 125 Baseball

2 credits

This course provides theoretical and practical instruction in teaching, coaching and playing baseball. Students are taught how to play each position on the field to qualify them to teach or coach baseball at all skill levels and age groups. They also have the opportunity to do some practical teaching.

Prerequisite: None

Lecture: 1 Laboratory: 3

PE 125 Curling

2 credits

This course provides theoretical and practical instruction in teaching, coaching and actual curling. It covers all skills, rules, strategy, terminology, etiquette, history, methods of organizing tournaments as well as teaching and coaching methods.

Prerequisite: None

Lecture: 1 Laboratory: 3

Transferable

PE 127 Football

2 credits

Students in this course will gain theoretical and practical knowledge in teaching, coaching and playing football. This will encompass all skills, rules, strategy, terminology, etiquette, history, methods of organizing leagues and tournaments as well as teaching and coaching methods.

Prerequisite: None

Lecture: 1 Laboratory: 3

Transferable

PE 128 Rugby

2 credits

Students in this course will gain theoretical and practical knowledge in teaching, coaching and playing rugby. This will encompass all skills, rules, strategy, terminology, etiquette, history, methods of organizing leagues and tournaments as well as teaching and coaching methods.

Prerequisite: None

Lecture: 1 Laboratory: 3

Transferable

PE 129 Folk Dance

2 credits

Students in this course will gain a theoretical and practical knowledge of the history, steps, dances, style characteristics and teaching methods of the folk dance of various countries.

Prerequisite: None

Lecture: 1 Laboratory: 3

Transferable

PE 130 Swimming

1 credit

Water safety, strokes, skills, entries, survival techniques; recreational and competitive activities, including racing, driving, water polo and other games are covered in this course.

Prerequisite: None

Physical participation: 3

No transfer credit

PE 131 Archery

1 credit

This course covers the selection and care of archery equipment, safety measures, shooting techniques, skills, target shooting, competitive events, novelty tournaments and archery golf.

Prerequisite: None

Physical participation: 3

No transfer credit

PE 132 Curling

1 credit

This course covers the dress, equipment, delivery, take-out technique, sweeping, rules, terminology, etiquette and skipping strategy of curling.

Prerequisite: None

Physical participation: 3

No transfer credit

PE 133 Conditioning

1 credit

This course provides an individual appraisal of elements of fitness, individual and group exercise programming, calisthenic and isometric exercise, weight and circuit training, jogging, individual and group games and contests. Students learn to assess personal physical condition and the means to attain and maintain achieved levels of strength, endurance and trimness, with minimum drudgery.

Prerequisite: None

Physical participation: 3

No transfer credit

PE 134 Badminton

1 credit

Basic strokes, rules, and strategies for singles and doubles play in badminton, terminology and tournament competition are covered in this course.

Prerequisite: None

Physical participation: 3

No transfer credit

PE 135 Squash, Handball and Racquetball

1 credit

Basic strokes, rules and strategies for singles and doubles play of squash, handball and racquetball, terminology and tournament competition are covered in this course.

Prerequisite: None

Physical participation: 3

No transfer credit

PE 136 Golf

1 credit

Selection and care of golf equipment, safety, etiquette, golf swing, techniques and skills of using various clubs, terminology, course practice and scoring competition are covered in this course.

Prerequisite: None

Physical participation: 3

No transfer credit

PE 137 Basic Scuba Diving

1 credit

Students in this course learn sufficient theoretical knowledge of scuba-diving physics, physiology, equipment and safety, as well as thorough practical training in pool and open water. Students must meet requirements of international certification.

Prerequisite: Medical examination (form provided)

Seminar: 1 x 2 Field experience: 1 x 1½ Pool: 1 x 2

No transfer credit

PE 151 Wrestling

2 credits

Students in this course will gain a theoretical and practical

knowledge of the terminology, rules, training methods, basic skills, strategies, teaching methods and methods of organizing tournaments of wrestling.

Lecture: 1 Laboratory: 3

Transferable

PE 152 Golf 2 credits

Students in this course will gain a theoretical and practical knowledge of the rules, etiquette, terminology, basic skills, strategies, teaching methods and methods of organizing tournaments of golf.

Prerequisite: None

Lecture: 1 Laboratory: 3

Transferable

PE 153 Archery 2 credits

Students in this course will gain theoretical and practical knowledge of archery for the purpose of performing, teaching and coaching. This education will encompass conditioning, skills, rules, strategy, terminology, etiquette, safety and the history of archery.

Lecture: 1 Laboratory: 3

Unassigned transfer credit to UBC

PE 155 Boxing 2 credits

Students in this course will gain theoretical and practical knowledge of boxing for the purpose of performing, teaching and coaching. This education will encompass conditioning, skills, rules, strategy, terminology, etiquette, safety and the history of boxing.

Lecture: 1 Laboratory: 3

Unassigned transfer credit to UBC

PE 163 Bodydynamics of Physical Activity 3 credits

This course will provide students with a knowledge of the mechanical, anatomical and physiological bases of human physical performance. (It is one of three required in the first year and is designed to provide the basis with which to understand the field of Physical Education.)

Prerequisite: None

Lecture: 2 Laboratory: 2

Transferable

PE 164 Dynamics of Motor Skill Acquisition 3 credits

This course will provide students with a knowledge of motor skill acquisition, the variables which influence the learning and performance of motor skills and the relationship between skill acquisition and growth and development. (It is one of three required in the first year and is designed to provide the basis with which to understand the field of Physical Education.)

Prerequisite: None

Lecture: 4

Transferable

PE 170 Overview of Exercise Physiology 3 credits

This course will provide students with a knowledge of the human physiological response to exercise with particular reference to those systems primarily involved in acute and chronic adaptations to exercise stress — cardiovascular, respiratory, and locomotor. The design of a training program and factors affecting human performance are also examined.

Prerequisite: BIO 103 and BIO 203

Lecture: 3 Laboratory: 1

Transferable

PE 173 Mechanical Principles in Human Movement 3 credits

This course will provide students with a basic knowledge of the mechanics of human movement. A range of mechanical concepts will be covered and illustrated with examples of human movement.

Prerequisite: None

Lecture: 3 Laboratory: 1

Transferable

PE 175 Introduction to Kinesiology 3 credits

This course will provide students with an overview of the various disciplines involved in the study of human movement. The course includes a discussion of morphological, physiological, biomechanical and psychological aspects of human activity. Students will be introduced to methods of evaluation of physique and fitness.

Prerequisite: None

Lecture: 2 Laboratory: 2

Transferable

PE 180 Introduction to Treatment of Sports Injuries 3 credits

This course will provide students with the basic theoretical knowledge underlying athletic injury management, prevention and rehabilitation. Injury mechanism and pathology, standard and crisis procedures will be investigated.

Prerequisite: None

Lecture: 2 Laboratory: 2

Transferable

PE 192 Topics in Human Nutrition 3 credits

This course will provide students with a knowledge of the basic principles of human nutrition in respect to essential food intake. Assessment of personal nutritional needs, the nutritional values of local and processed foods and the acute nature of global nutritional problems will be investigated.

Prerequisite: None

Lecture: 2 Laboratory: 1 Seminar: 1

Transferable

PE 195 Child Development and Physical Activity 3 credits

This course will provide students with a knowledge of human development from conception through late adolescence, with particular reference to the effects of physical activity on growth, development and health.

Prerequisite: None

Transferable

PE 198 Motor Learning and Sport Psychology 3 credits

This course will provide students with a knowledge of sport and physical activity from two psychological aspects: behaviour and performance, and the influence of behavioural characteristics on the acquisition and performance of skills.

Prerequisite: None

Lecture: 3 Laboratory: 1

Transferable

PE 205 Sport in Canadian Society 3 credits

This course will provide students with an historical and theoretical analysis of sport in Canadian society. The course extends logically from "Introduction to the Study of Sport" (P.E. 105).

Prerequisite: PE 105

Lecture: 3 Seminar: 1

Transferable

PE 210 Track and Field 2 credits

This course provides theoretical and practical knowledge of seven track and field events. It is not intended to produce champions, but rather instructors to teach in schools and serve the community. Specific studies include sprinting, hurdling, middle-distance relays, jumping, pole vaulting, throwing. Throwing methods appropriate to school and community programs are stressed. Offered as elective and for transfer.

Prerequisite: PE 110 of permission of instructor

Lecture: 1 Laboratory: 3

Transferable

PE 280 Treatment of Sports Injuries — Advanced 3 credits

This course will provide students with a knowledge of techniques required in the diagnosis, treatment and

rehabilitation of sports injuries to various regions of the body.

Prerequisite: PE 180

Lecture: 3 Laboratory: 1

Transferable

PE 350 Foundations of Physical Education 3 credits

This course provides an in-depth study of physical education as a profession, as well as of principles, nature, scope, and objectives of physical education and their interpretations. This course is required in Bachelor of Physical Education Program and in bachelor of Education programs with a physical education major.

Prerequisite: None

Lecture: 3 Seminar: 1

Transferable

PE 360 Health Education 3 credits

This course provides an introduction to anatomy and physiology, involving study systems, growth and development and personal hygiene. Offered as elective and for transfer.

Prerequisite: None

Lecture: 4

Transferable

PE 370 The Performing Arts In Recreation 3 credits

Students in this course will gain a basic theoretical and

practical knowledge of the administrative and organizational principles of the performing arts. This will include music, dance and drama.

Prerequisite: None

Sequential course: PE 470

Lecture: 1 Laboratory: 3

Transferable

PE 380 Introduction to recreation 3 credits

This course provides an introduction to the background and principles of community recreation, the relationship of school recreation programs to community recreation programs and the philosophy of recreation. Offered as an elective and for university transfer.

Prerequisite: None

Sequential courses: None

Lecture: 3 Seminar: 1

Transferable

PE 470 The Fine Arts In Recreation 3 credits

Students in this course will gain a basic theoretical and practical knowledge of the administrative and organizational principles of the Fine Arts. This will include painting, drawing, ceramics, silkscreening and film making.

Prerequisite: None

Sequential courses: None

Lecture: 1 Laboratory: 3

Transferable

PHYSICS

Students who intend to either major or honor in physics must consult the calendar of the university which they plan to attend after leaving Douglas, in order to determine the specific prerequisites required in physics, chemistry and mathematics.

For either a major or honor in physics, courses selected during the first and second semesters at Douglas should include:

PHY 110 and 210 or PHY 100 and 200

CHE 110 and 210

MAT 120 and 220

In the third and fourth semesters, the selected courses should include:

PHY 320, 321, 420 and 421

MAT 232, 321 and 421

The four-semester program in physics at Douglas does not completely match the first two years of the UBC Physics Major Program: Douglas does not have formal transfer credits to Physics 213(2) and 216(2) at UBC. During their third year program at the University students can make up the deficiency. Those intending to honor in physics at UBC are advised to transfer after completing two semesters at Douglas.

The major and honor programs at SFU are identical up to the end of the fourth level (semester). Students proceeding to SFU after having completed the four-semester physics program at Douglas will be lacking the equivalent of Physics 211 but will carry five units of unassigned credit.

Students intending to honor in physics at UVic are advised to transfer after completing two semesters at Douglas during which they complete PHY 110 and PHY 210.

Those proceeding to UVic after completing the four-semester program at Douglas will lack transfer credit to PHYS 211 and 215; however, these courses can be taken during the third year program at the University.

PHY 100 Introductory General Physics 5 credits

This is a non-calculus based course for students with a maximum background of BC Physics 11 prior to entering Douglas. It covers mechanics and sound.

Prerequisite: B.C. Algebra 11 or equivalent knowledge of trigonometry and algebra, or permission of instructor

Lecture: 3 Laboratory: 3 Tutorial: 1

Transferable

PHY 103 A Preparatory Course in Physics 4 credits

This course is intended for students who either lack the prerequisites to PHY 100 or 200 or who desire an upgrading in basic Physics. Topics include units and measurements, graphing, velocity and acceleration, introduction to vectors, force (mechanical, electric, magnetic), Newton's Laws, projectiles, circular motion, waves and energy (mechanical, heat, electrical, light).

Prerequisite: MAT 103 or equivalent should precede or be taken concurrently

Lecture plus Laboratory: 6

No transfer credit

PHY 105 Solar System Astronomy 3 credits

This course, for non-Science majors, surveys the solar system and involves the study of physical laws necessary for observation and understanding of the solar system. It includes origin of the solar system, planets and their satellites, telescopes and optics, light and the electromagnetic spectrum, comets, meteors and asteroids.

Prerequisite: None

Lecture: 3 Laboratory: 2

Transferable

SCI 106 Introductory Physical Science 5 credits

This course is a basic introduction to physical science with emphasis on experimentation. Topics will include: scientific method, classification, measurement and SI, heat, temperature, light, nature of matter, gases, crystals, motion, energy, electrostatics, electric circuits, atomic structure and mass, ions, oxidation-reduction, chemical equations, electrolysis, molecules, acids and bases, the solar system and eclipses, stars, galaxies, and telescopes.

Prerequisite: None (MAT 103 recommended as a corequisite)

Lecture: 3 Laboratory: 4
Transferable

PHY 110 Mechanics and Sound

Topics in this course include vectors; particle kinematics and dynamics; momentum, work, energy and power; rotational motion; statics, periodic motion; wave motion and sound.

Prerequisite: B.C. Algebra 12 (or equivalent) and B.C. Physics 12 (or equivalent), or at least second-class standing in B.C. Physics 11 and B.C. Algebra 12 and permission of instructor. A course in calculus must precede this course or be taken concurrently

Lecture: 3 Laboratory: 3 Tutorial: 1
Transferable

PHY 200 Introductory General Physics

5 credits

This is a non-calculus based course for students with a maximum background of B.C. Physics 11 prior to entering Douglas. It covers heat, electricity, magnetism and light.

Prerequisite: PHY 100 or B.C. Physics 11 and B.C. Algebra 11 or equivalent, or permission of instructor

Lecture: 3 Laboratory: 3 Tutorial: 1
Transferable

PHY 205 Stellar Astronomy

3 credit

Stellar Astronomy is a survey of stars and stellar systems (clusters, galaxies), the evolution of stars and cosmology. For non-Science majors.

Prerequisite: PHY 105 or permission of instructor

Lecture: 3 Laboratory: 2
Transferable

PHY 210 Heat, Electricity and Magnetism, and light

5 credits

Topics covered in this course include temperature, thermal expansion, quantity of heat, heat transfer, thermodynamics, electrostatics, direct current circuits, magnetic forces and fields, electromagnetic induction, reflection and refraction of light, interference and diffraction and polarization.

Prerequisite: PHY 110 or equivalent, or PHY 100 with a grade of either A or B and permission of instructor. Must be preceded by a course in calculus.

Lecture: 3 Laboratory: 3 Tutorial: 1
Transferable

PHY 320 Heat and Special Relativity

3 credits

This course covers kinetic theory of gases, the laws of thermodynamics, entropy, Galilean and Lorentz transformations and relativistic kinematics and dynamics.

Prerequisite: PHY 210 or 100 and 200 with an A or B average and permission of instructor. MAT 321 must precede it or be taken concurrently

Lecture: 3 Tutorial: 1
Transferable

PHY 321 Laboratory in Contemporary Physics

2 credits

This laboratory course consists of experiments on direct-current circuits, application of statistics to data, introduction to semiconductors, some atomic physics, the motion of charged particles in electric and magnetic fields and the operation and application of an oscilloscope. In addition, there are lectures and demonstrations on electrical instrumentation and measurement.

Prerequisite: PHY 420 must precede it or be taken concurrently

Laboratory: 3
Transferable

PHY 420 Intermediate Electricity

3 credits

Topics in this course include electrostatic forces and fields, electric potential, capacitance and dielectrics, direct-current circuits, magnetic fields, electromagnetic induction, magnetic properties of materials, alternating-current circuits, conductivity, vacuum tubes and semi conductor devices.

Prerequisite: PHY 210 or 100 and 200 with an A or B average and permission of instructor. MAT 321 must precede it or be taken concurrently

Lecture: 3 Tutorial: 1
Transferable

PHY 421 Laboratory in Electric Circuits

2 credits

This course consists of experiments on alternating-current circuits and on vacuum tubes and semi-conductor devices.

In addition, there are lectures and demonstrations on electrical instrumentation and measurement.

Prerequisite: PHY 321

Laboratory: 3
Transferable

POLITICAL SCIENCE

POL 105 The Canadian Legal System

3 credits

Development of Canadian legal systems, relationship of civil and criminal law, legislative bodies and courts and court officers are covered this course.

Prerequisite: Nil

Lecture: 4 and field experience
Transferable

POL 110 Ideology and Politics

3 credits

This course examines major ideologies, including democratic capitalism, democratic socialism and different forms of totalitarianism.

Prerequisite: Nil

Lecture: 2 Seminar: 2
Transferable

POL 120 Canadian Government

3 credits

This course studies the problems of federal, provincial and municipal governments, with emphasis on Canada's federal nature and its future as a nation.

Prerequisite: Nil

Seminar: 2 x 2
Transferable

POL 122 Municipal Government

1½ credits

This course examines municipal government, the government level closest to the people, and the environment in which it operates. Special emphasis is placed on the practical aspects of municipal government, particularly as it relates to the role of alderman.

Prerequisite: Nil

Lecture: 2 Seminar: 2
No transfer credit

POL 125 Introduction to Political Science

3 credits

This course presents an overview of basic political concepts and theories, and examines the structures and processes involved in politics and policy-making.

Prerequisite: None

Lecture: 2 Tutorial: 2
Transferable

POL 130 Soviet Government: Theory and Practice

3 credits

This course explores various theories of Russian and Soviet political culture, the ideological heritage, the formal and informal structure of Soviet government and politics, the Soviet federal system and the administration of Soviet society and state.

Prerequisite: Nil
Lecture: 2 Seminar: 2
Transferable

POL 140 Chinese Government and Politics 3 credits

This course explores a number of topics relating to origin and development of the Chinese communist revolutionary movement, ideology and organization in China, and China's international relations since 1949.

Prerequisite: None
Lecture: 2 Tutorial: 2
Transferable

POL 150 Introduction to International Relations 3 credits

Introduction to International Relations is a critical examination of the nature of the international system of states. It analyzes the political, military, cultural,

psychological, economic and ideological factors affecting the behavior of states in their mutual relations and the impact of international organizations and technological developments on world politics.

Prerequisite: None
Lecture: 2 Tutorial: 2
Transferable

POL 155 Contemporary International Conflict 3 credits

This course studies the nature and causes of international conflict with an examination of contributions derived from research in the disciplines of history, political science, economics, sociology and psychology. Integration of these methods of analysis is attempted.

Prerequisite: Nil
Lecture: 2 Seminar: 2
Transferable

PSYCHOLOGY

The scope of psychology includes every activity that living organisms are capable of performing. Psychology emphasizes the study of observable behavior but is not limited to these things. It studies every life form and at times it is very difficult to distinguish from other disciplines such as biology, physiology, ethnology at one end and sociology, political science, economics and anthropology on the other. This broad scope of psychology makes it both very interesting and very demanding. Certain aspects of psychology strongly emphasize a natural science approach using experimentation and statistics, while others emphasize a humanistic, intuitive approach. Both approaches are part of the domain of psychology. A popular misconception of psychology is that it teaches you how to "manipulate others" or "analyze yourself" or "become a better person". These topics are only a part of the field and most of the subject deals with other areas. Most students find that the scientific emphasis is much more than expected. One thing which will be emphasized is that the applied areas of psychology are based on a great deal of scientific research. Thus, much of the course of study involves learning about this scientific basis for the areas of applied psychology.

NOTE: FOR UBC:

1. Students interested in honouring or majoring in psychology are advised to enrol in PSY 100, 200, 300 and 400 at Douglas.
2. The maximum advance credit permitted in psychology is 9 units of credit at UBC.
3. Any two of PSY 320, 321, 322, 330, 350, 430, 450 may be transferred to UBC as assigned credit in Psychology, equivalent to Psychology 206 (3 units).

NOTE: FOR SFU

Students interested in honoring or majoring in psychology are advised to enrol in PSY 100, 200, 207, 300 and 400 at Douglas.

NOTE:

PSY 100 and 200 can be taken in SEQUENCE* in one semester (when offered as a condensed course designated PSY 100/200). This is accomplished by doubling the frequency of class sessions. Thus, the total course packaged in this manner represents the work load of two courses. It receives (6) six credits, all of which are transferable to the universities.

*This package does not allow students to take PSY 100 and 200 concurrently, since PSY 100 is a prerequisite for PSY 200.

PSY 100 Basic Psychological Processes 3 credits

This course gives an introduction to the major basic psychological processes of learning, memory, language, thought, awareness, emotion, motivation, sensation, perception, physiological psychology, history, methodology and statistics. Emphasis is placed on psychology as a natural science and provides the scientific basis for the subsequent study of the major subject areas and applications of psychology dealt with in PSY 200 and advanced courses.

Prerequisite: None
Lecture: 2 Seminar: 2
Transferable

PSY 110 Social Issues [Psychology of Women] 3 credits

This is a psychological study of woman's experience in nature. The course examines early female development (cognitive, interpersonal and self-concept development) and explores both the psychological origins and psychological effects of sex roles in an attempt to clarify what the roles are, how they are acquired and how they are maintained. Adult female development is then examined, focusing on the impact of marriage, family, work and aging. Personality development and mechanisms of change for developing full human potential are also discussed.

Prerequisite: None
Lecture: 3 Seminar: 1
Transferable

PSY 200 Areas and Applications of Psychology 3 credits

This course focuses on the major areas of study and applications of psychology. Personality, social, developmental and abnormal psychology are examined in relation to the basic psychological processes already studied. The course relates psychology to the applied areas of psychological testing and measurement, group processes, personal adjustment, child-rearing practices, personnel and administrative practices and the modification of disordered behaviors.

Prerequisite: PSY 100
Lecture: 2 Seminar: 2
Transferable

PSY 207 History and Philosophy of Psychology 3 credits

This course deals critically with the historical roots of the theories and methods of psychology. It presents the history of psychology by exploring the ideas of psychologists in the context of the times in which they lived. The basic assumption underlying psychological theory and research

are critically examined to show how these assumptions both help and hinder the advancement of the field.

Prerequisite: PSY 100

Lecture: 2 Seminar: 2

Transferable

PSY 300 Experimental Psychology: Statistics 3 credits

This is the first of a two course sequence (see PSY 400) dealing with experimental psychology. It concentrates on teaching the basic statistical methods of analyzing psychological research. Emphasis is placed on dealing with the question "How do we know the results of a particular experiment are real and not due to chance factors?"

Prerequisite: PSY 200 or PSY 207

Lecture: 2 Laboratory: 3

Transferable

PSY 320 Developmental Psychology: Childhood 3 credits

This course gives an introduction to the process of development, focusing on major principles of development: descriptive changes in child growth and behavior and contemporary research and theory on origins and changes in areas such as perception, learning, personality and social behavior of children.

Prerequisite: PSY 200

Lecture: 2 Seminar: 2

Transferable

PSY 321 Developmental Psychology:

Adolescence

3 credits

This course is a social psychological study of that stage of life called adolescence. The major theories and research findings about adolescent development are examined with a view to their use in addressing the life problems of North American adolescents. Emphasis is placed on the social-cultural context of this developmental stage and how this context creates much of what we label adolescence.

Prerequisite: PSY 200 or PSY 207

Seminar: 2 Lecture: 2

Transferable

PSY 322 Developmental Psychology: Adulthood 3 credits

This course surveys the developmental process from young adulthood to old age. The basic content areas of psychology are examined in relation to the special focus provided by the theories and data of adult development, aging and longevity research. Special emphasis is given to the social problems associated with the aged. The social and psychological aspects of death and dying are also studied.

Prerequisite: PSY 200 or PSY 207

Lecture: 2 Seminar: 2

Transferable

PSY 330 An Introduction to Social Psychology 3 credits

This course studies the individual's behavior within his or her social context, focusing on problems and methods of social psychology at three levels: intrapersonal and group behavior. Topics include interpersonal attraction, perception, social learning and social influence, social roles and status and group processes.

Prerequisite: PSY 200 or PSY 207

Lecture: 2 Seminar: 2

Transferable

PSY 340 Psychology of Organizations 3 credits

This course is an introduction to the nature of organizations and an examination of the factors influencing individual functioning in organizational settings. The course emphasizes theories and techniques of psychologists and other behavioral scientists in studying behavior in organizations and in dealing with organizational problems.

Prerequisite: PSY 200 or PSY 207

Lecture: 1 Laboratory: 2 Seminar: 1
Transferable

**PSY 350 Conceptual Frameworks of
Abnormal Behavior**

3 credits

This is a theoretical and experimental consideration of personality dynamics and behavior as they relate to a normal-abnormal continuum. A perspective on the concept of abnormality as currently used is sought by considering effects on major psychological processes; conceptual frameworks from personality theory and cornerstone symptoms related to personal adjustment.

Prerequisite: PSY 200 or 207

Lecture: 2 Seminar: 2

Transferable

**PSY 351 Abnormal Psychology for
Mental Health Workers**

3 credits

This is a first level course on conceptual models of abnormal behavior. The full range of disordered psychological processes is considered. Major theories and research findings on types and causes of mental illness are examined. It includes traditional and contemporary classification models, diagnostic systems and procedures and assessment tools.

Prerequisite: PSY 100

Lecture: 2 Seminar: 2

No transfer credit

PSY 380 Student Proctoring in Psychology 2 credits

This course provides experience in the administration and analysis of objective quizzes in psychology. Quizzes are handled in an interview situation. Students may also work in small groups, engaging in discussion concerning the understanding of general psychological principles.

Prerequisite: PSY 200 or PSY 207

Tutorial: 1 Proctoring: 5

No transfer credit

PSY 400 Experimental Psychology: Research 3 credits

This is the second of a two course sequence (see PSY 300) dealing with experimental psychology. It concentrates on the critical analysis and performance of psychological research and involves considerable laboratory work. In this process the research from the various areas of experimental psychology is examined.

Prerequisite: PSY 300

Lecture: 2 Laboratory: 3

Transferable

PSY 430 Social Psychology: Theory and Research 3 credits

A sequel to An Introduction to Social Psychology, this course consists of directed investigation in one area of social psychology which enables students to learn the theoretical explanations of that area more fully. Contemporary social-psychological research methods are utilized in projects investigating the students area of interest.

Prerequisite: PSY 330

Seminar: 2 Laboratory: 2

Transferable

**PSY 450 Theories of Psychotherapeutic
Intervention**

3 credits

This course is an introduction to the broad spectrum of treatment approaches available to emotionally distressed individuals. It is not designed to teach techniques, but rather to acquaint students with existing approaches to therapy and to develop an appreciation for the issues involved in evaluating the effectiveness of psychotherapy.

Prerequisite: PSY 350

Lecture: 2 Seminar: 2

Transferable

RELIGION—SEE PHILOSOPHY

SECRETARIAL ARTS CERTIFICATE PROGRAM —SEE BUSINESS "OFFICE ADMINISTRATION"

SKILL DEVELOPMENT

Skill Development courses are designed to aid students with other College courses and homework will mainly apply techniques discussed to assignments in other courses. If the credit for a Skill Development course increases a student's total over the 15 credit limit, no special permission from Admissions is required. Reading and Study Skills assessment, laboratories, tutorials, workshops and half-semester credit courses are available in the following areas:

SD 100 Reading Skills for College 1½ credits

This is a half-semester course, emphasizing improvement of reading comprehension and rate. Skills introduced include previewing, skimming, scanning, information analysis, critical reading skills and flexibility of reading rate. Students are encouraged to develop skills in special study/interest areas (academic, business, technical).

Prerequisite: None

Laboratory: 1 Seminar: 2 Student Directed Learning: 1

No transfer credit

SD 102 Introductory Reading Skills 1½ credits

This is a half-semester course designed for the college or potential college student with minimal reading skills. The course will incorporate aspects of corrective as well as developmental reading, vocabulary and word-attack skills, using context clues, reading in thought units and analyzing paragraphs as a basic unit of thought/information.

Laboratory: 1 Seminar: 2 Student Directed Learning: 1

SD 110 Study Skills for College 1½ credits

This is a half-semester course in which study skills are

demonstrated; listening skills, exam preparation, taking lecture and text notes, time utilization, concentrating and remembering, general approaches to study, study techniques and specific subject and the organization of themes and course papers.

Prerequisite: None

Laboratory: 1 Seminar: 2 Student Directed Learning: 1

No transfer credit

SD 111 Skills for College Library Research—See LIBRARY

ENG 120 Writing Skills—See ENGLISH AND COMMUNICATIONS

SD 130 Financing Your Education 1½ credits

This course will assist students attending college (or planning to attend) with the basic techniques of personal money management, including short-term and long-term financial objectives. Emphasis will be placed on budgeting and the effective use of financial resources in achieving post-secondary educational goals.

Prerequisite: None

Lecture: 1 Seminar: 1

No transfer credit

SD 200 Advanced Reading 1 credit

This course offers the opportunity to further develop the skills introduced in SD 100.

Prerequisite: SD 100

Laboratory: 2 Student Directed Learning: 1

No transfer credit

SOCIAL SCIENCES

SSC 110 An Introduction to Social Science 3 credits

This course consists of a series of lectures by social scientists dealing with three themes inherent in the social science cluster of disciplines. These themes are: an introduction to the history and theory of the social sciences; social scientific disciplines and methods of study and applied social science. The course will emphasize the applicable use of social scientific concepts by the helping professions.

Offered on sufficient demand

Prerequisite: None

Lecture: 3 Seminar: 1

Transfer credits to be determined

SSC 140 Human Relations and Organizational Behaviour

3 credits

An introduction to theory and research in the social sciences as they apply to interpersonal relationships, behavior in organizations and the management of human resources are outlined in this course. It provides an opportunity to develop self-awareness and interpersonal skills that contribute to effective functioning in group settings.

Prerequisite: None
Lecture: 1 Laboratory: 1 Seminar: 1
Students Directed Learning: 1
No transfer credit

SSC 200 Social Sciences Perspectives:

Ido or Tool or Lie

3 credits

This course explores the historical and philosophical traditions of the social and behavioral sciences. After a perspective has been gained concerning the assumptions inherent in various social theories, social problems such as mental health, criminology, education, and urbanization, to which social and behavioral scientists address themselves, are re-examined.

Offered on sufficient demand

Prerequisite: Any 100-level course in Social Sciences, or

permission of the instructor

Lecture: 2 Seminar: 2

Transferable

SSC 205 Parapsychology

3 credits

Parapsychology may be defined as the study of phenomena which do not appear to be explainable wholly in terms of physical principles. This course will study telepathy, clairvoyance, psychokinesis, precognition, retrocognition and related abilities from a scientific analytic perspective. The implications of such abilities for individuals and for our society will also be considered.

Offered on sufficient demand

Prerequisite: None

Lecture: 2 Seminar: 2

Transfer credit to be determined

SOCIOLOGY

As one of the social sciences, sociology is a disciplined, intellectual quest for fundamental knowledge of the nature of things. It specifically deals with social groups, their internal forms or modes of organization, the processes that tend to maintain or change these forms of organization and the relationships between groups.

The value of a science of social groups should need little emphasis. Each of us is born into a family group and most of our actions thereafter are performed in our capacity as a member of one group or another.

In SOC 125, students become acquainted with the sociological approach as well as with the major areas of interest in sociology. In SOC 135, students are concerned with the main thinkers in sociology and their relevance to modern life. Above the 100 level, students are able to take courses of specific interest.

Those continuing their studies at SFU should take two courses at the 100 level in sociology or anthropology and three courses above the 100 level in sociology and anthropology.

NOTE:

Those planning to attend U.B.C. should take SOC 125 plus either 135 or 225, for credit as U.B.C.'s Sociology 200.

SOC 125 Social Processes

3 credits

This course investigates the social causes and consequences of stability and change as they affect class, status and power relationships in contemporary societies.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable

SOC 135 Introduction to Social Theory

3 credits

This course examines the development of sociological theory and its relevance to the present, both within the confines of the discipline and in life. The main theories, concepts and models of sociology are presented.

Prerequisite: None

Lecture: 2 Seminar: 2

Transferable

SOC 225 Canadian Social Institutions

3 credits

This course examines the social structure of Canadian society. It involves delineation of the prevailing system of social stratification in Canada and analysis of the dominant lifestyles of Canadians by region and cultural heritage.

Prerequisite: SOC 125 or SOC 135

Lecture: 2 Seminar: 2

Transferable

SOC 240 The Role of Women in Society

3 credits

This course is a study of women in society, with emphasis on

the relationship between changes in their roles and changes in the social structure. Possible future trends are analyzed.

Prerequisite: SOC 125 or 135

Lecture: 2 Seminar: 2

Transferable

SOC 250 The Role of the Family in Society

3 credits

This course offers a discussion of theories concerning origins of the family as well as an analysis of the family in different cultures. It is particularly concerned with family life in Canada and the influence of the social structure on the family.

Prerequisite: SOC 125 or 135

Lecture: 2 Seminar: 2

Transferable

SOC 260 Sociological Inquiry

3 credits

Social Inquiry is an investigation of the empirical method employed by sociologists in the collection and validation of data. It includes sampling procedures and quantitative and qualitative analysis of participant and non-participant observations. Model and paradigm construction introduced.

Prerequisite: SOC 125 or 135

Seminar: 2 Tutorial: 2

Transferable

SOC 280 Sociology of Health and Illness

3 credits

This course examines the sociological and social psychological factors pertaining to health and illness and their relationship to medicine and the health professions.

Prerequisite: SOC 125 or 135 or permission of instructor

Lecture: 2 Seminar: 2

Transferable

SOC 290 Urbanization and Industrialization

3 credits

This course examines variables involved in the phenomena of urbanization, urban organization and industrial development. The viewpoint is cross-disciplinary in that social, cultural and economic variables are brought together in historical context.

Prerequisite: SOC 125 or SOC 135

Lecture: 2 Seminar: 2

Transferable

SOC 360 Sociological Inquiry

3 credits

This is an in-depth analysis of sociological methods, centred on quantitative analysis including computer application of data, paradigm construction and questionnaire construction. Practical applications are required.

Prerequisite: SOC 260

Tutorial: 4

Transferable

THEATRE

Douglas College offers a variety of theatre courses, some of which are transferable to the University of B.C. and the University of Victoria. Students should be aware, however, of the extremely limited transfer possibilities at UBC.

Courses are designed to provide a sound basis for students who plan to pursue a career in theatre. Students may participate in College productions and involvement with community theatre groups is encouraged.

Interested students should call 521-4851. Students intending to transfer to UBC or UVic should be certain to confer with the Douglas College theatre convenor or a counsellor.

FIRST SEMESTER	CREDITS
THEA 105 History of Theatre—Greek, Roman, Medieval	3
THEA 110 Basic Acting	3
THEA 111 Basic Speech	2
THEA 140 Set Construction	3
THEA 171 Basic Movement	3
THEA 180 Play Production	3
Elective	1-3

SECOND SEMESTER

THEA 106 History of Theatre—early Tudor to End of Classicism	3
THEA 210 Intermediate Acting	3
THEA 211 Intermediate Speech	2
THEA 240 Set Design	3
THEA 271 Intermediate Movement	3
THEA 180 or 280 Play Production	3

THEA 105 History of Theatre—Greek, Roman, Medieval 3 credits

This is a survey course which covers the major historical periods in theatre from the Greeks to early Tudor drama. Emphasis is placed on the development of Western Theatre through in-depth analysis of selected plays and the theatres of the time.

Prerequisites: None
Lecture: 3 Seminar: 1
Transferable

THEA 106 History of Theatre—Early Tudor To End Of Classicism 3 credits

This is a survey course which covers the major historical periods in theatre from late Tudor drama to the end of Classicism. Emphasis is placed on the theatres of the times and representative dramatic literature.

Prerequisite: None
Lecture: 3 Seminar: 1
Transferable

THEA 110 Basic Acting 3 credits

This course is an exploration of the actor's inner resources. Students participate in scenes and dramatic exercises with emphasis on sense awareness, improvisation, speech and movement. Since space is limited priority will be given to full time theatre students.

Laboratory: 3 x 2
Transferable

THEA 111 Basic Speech 2 credits

This is a practical workshop in speech techniques—voice projection, diction, breath control, expressiveness—designed to equip beginning actors with effective stage voices.

Lecture: 2 Laboratory: 2
Transferable

THEA 140 Set Construction 3 credits

This is a theatre production course covering basic theories and practices in design and construction of stage scenery. Actual work in a production will be included. Since space is limited, priority will be given to full time theatre students.

Prerequisites: None
Laboratory: 3 x 2
Transferable

THEA 141 Technical Skills—Lighting, Make-up, Costuming 3 credits

Students in this course will be introduced to the function, control and design of light in the theatre. Students will be involved in the lighting of a production.

Prerequisite: None
Lecture: 2 Laboratory: 3

THEA 171 Basic Movement 3 credits

This course is designed to provide student actors with an uninhibited awareness of body control and to instruct them on the use of their bodies as an instrument for conveying the words of a playwright to an audience. Since space is limited, priority will be given to full time theatre students.

Prerequisite: None
Lecture: 2 Laboratory: 2
Transferable

THEA 180 Play Production 3 credits

This is a practical course in acting for the stage and an introduction to theatre production. It offers active involvement as actor or technician in a major College production performed before a live audience. This course is mandatory for students in the fourth semester of the program.

Prerequisite: None
Laboratory: 3 x 3
No transfer credit

THEA 210 Intermediate Acting 3 credits

This is an advanced course in techniques of acting, reading, interpretation and enactment of selected scenes from major works and short plays. Various styles in acting are explored. Techniques of playing comedy, with participation in a major production are covered and emphasis is placed on development of character and ensemble playing.

Prerequisite: THEA 110
Laboratory: 2 x 3
Transferable

THEA 211 Intermediate Speech 3 credits

This is a practical workshop where students practice the basic techniques learned in THEA 111. This course will stress the reading and interpretation of prose, drama and poetry, as well as the use of dialects in performance.

Prerequisite: THEA 111
Lecture: 2 Laboratory: 2
Transferable

THEA 271 Intermediate Movement 3 credits

This course is designed to further develop the students' awareness of body control and to instruct them on the use of their bodies as expressive instruments in stage work. Work in dance techniques and stylized movement is also included.

Prerequisite: THEA 171
Corequisite: THEA 210
Lecture: 2 Laboratory: 2
Transferable

THERAPEUTIC RECREATION TECHNICIAN PROGRAM

TRT 101 Orientation to Therapeutic Recreation 3 credits

This course is designed to assist the student in developing a philosophical and conceptual framework concerning leisure, play, recreation and their relationship to therapeutic recreation.

Prerequisite: None

Lecture: 4 hours

TRT 102 Human Growth and Development 3 credits

This course is designed to give the student a basic understanding of normal, physical, emotional and social growth and development. The student will study human growth and development from pre-natal stages to aging and dying stages.

Prerequisite: None

Lecture: 4 hours

TRT 103 Self Awareness, Group Dynamics and Listening Skills 3 credits

This course will give the student an introduction to a therapeutic relationship. The course will examine the basic elements and processes involved in a therapeutic relationship.

Prerequisite: None

Lecture: 4 hours

TRT 180 Therapeutic Recreation-Practicum I 4 credits

This will introduce the student to the field of therapeutic recreation. The student will be placed in various practicum sites to observe different populations and therapeutic recreation programs. The main focus of this practicum is to develop observational and analytical skills. There are seminars after each practicum to integrate classroom material and fieldwork experience.

Prerequisite: None

Lecture: 2 hours

Field Experience: 15 hours

TRT 202 Disabling Conditions 3 credits

This course is designed to introduce the student to a variety of physical, emotional and social disabilities. The student will consider the practical implications of the disability in a therapeutic recreation activity.

Prerequisite: TRT 102

Lecture: 5 hours

TRT 204 Therapeutic Recreation Process Programming 3 credits

This course is designed to make the student familiar and knowledgeable in the skill areas of client assessment, program planning and activity analysis. It will emphasize the interrelationship of these skill areas.

Prerequisite: TRT 101

Lecture: 4 hours

TRT 205 Physical Activity Skills 5 credits

The course will prepare the student to conceive, organize, adapt and implement recreation activities for individuals, pairs, small and large groups of client. There is an emphasis on leadership skills, organizing and adapting the activity for special populations.

Prerequisite: None

Lecture: 2 hours

Laboratory: 4 hours

TRT 280 Therapeutic Recreation-Practicum II 8 credits

This second semester practicum is designed to allow the student to assist in the therapeutic recreation department. Students will assist in client assessment, program planning and in leading activities. The practicum is arranged in module form. Students will spend "blocks" of time at two therapeutic recreation settings.

Prerequisite: TRT 180

Lecture: 6 hours

Laboratory: 8 hours

TRT 305 Current Trends 3 credits

This course is currently under revision.

TRT 306 Administrative Practices 3 credits

In this course there is an emphasis on administrative systems, budgeting, publicity, public relations and the utilization of volunteers and time. The student will have an opportunity to obtain a working knowledge of these concepts.

Prerequisite: TRT 201

Lecture: 4 hours

TRT 307 Drama and Fine Arts 5 credits

The student will gain a basic theoretical and practical knowledge of the administrative and organizational principles of social and art activities. These activities will include music, drama, ceramics, macrame, weaving, silkscreening and drawing.

Prerequisite: None

Lecture: 2 hours

Laboratory: 4 hours

TRT 380 Therapeutic Recreation-Practicum III 6 credits

The third semester practicum will allow the student to plan and implement therapeutic recreation programs for individual, small and large groups of clients. The student will be able to incorporate client assessment, activity, adaptation and evaluation of the program in this practicum experience.

Prerequisite: TRT 180, TRT 280

Lecture: 6 hours

URBAN AND REGIONAL PLANNING TECHNICIAN PROGRAM — SEE GEOGRAPHY

VOCATIONAL SERVICE WORKER CITATION PROGRAM

—SEE HUMAN SERVICES

WOMEN'S STUDIES

**WNST, 100 The Worlds of Women:
Introduction to Women's
Studies**

3 credits

This course is an interdisciplinary introduction to Women's Studies. The major focus is an examination of the organization of women's lives around housework, the separation of this domestic sphere from the non-domestic and authoritative sphere and how women grow into and experience their roles as wives and mothers. The course utilizes sociological, literary, historical, psychological and philosophical perspectives.

Spring and fall semesters

Lecture: 4

Transferable

For details about the following courses please refer to the appropriate discipline section:

Anthropology 150	Anthropology of Women	3 credits
English 102	Images of Women in Literature	3 credits
History 160	Women in Canadian History	3 credits
Philosophy 160	Philosophy, Religion and Women	3 credits
Psychology 110	Social Issues [Psychology of Women]	3 credits
Sociology 240	The Role of Women in Society	3 credits

DOUGLAS COLLEGE BOARD 1980

Chairman
H. Casher

Vice-Chairman
F. Gingell

J. Booker
W.R. Emerton
C. Gamble
S.J. Graham
J. Hodgins
B. Johnstone
C. Murnane
J.H. Sutherland
S. Thompson
G.T. Trerise
K. Williams

Reg Pridham
(Interim President)

Mr. M.H. Morfey
(Bursar)

ADMINISTRATIVE PERSONNEL

H.N. [Andy] Andrews D.F.M., C.D., P.Eng., M.R.S.H.	Vice-Principal [NW]	Winifred Matheson R.N. Dip., B.Sc.N. (Alberta)	Vice-Principal [S]
David W. Ayers B.A. (Redlands), M.A. (Alberta)	Director Counselling/Student Services	Kenneth W. Moore C.D., B.A.Sc. (British Columbia), M.Sc. (Queens), P.Eng., FIME, ASM	Campus Principal—Langley
Kenneth W. Battersby	Assistant Director Admissions	M.H. [Bill] Morfey B.Comm., B.A. (British Columbia)	Bursar
Kenneth W. Battersby B.A. (Montreal)	Assistant Director Admissions	Kenneth A. McCoy, C.D.	Manager, Campus Operations [NW]
John T. Beardsley C.D., B.Ed. (Simon Fraser)	Personnel Officer	Donald L. McEachern B.A. (Toronto), M.A. (Dalhousie), Reg Psychol (New Brunswick), Reg Psychol (British Columbia)	Office of Institutional Analysis
William L. Day B.A., M.Ed. (British Columbia)	Campus Principal—New West	Henry F.W. Naylor B.A.Sc. (British Columbia), M.Sc. (Cranfield), P.Eng	Planning Officer
Gerome Della Mattia B.A. (Notre Dame), M.A. (Gonzaga)	Director of Admissions	Donald A. Porter C.D., B.A. (Saskatchewan), M.S. (North Dakota), Ph.D. (Minnesota)	Campus Principal—Richmond
Joseph A. Demers, C.D.	Manager, Campus Operations	Reginald H. Pridham B.A. (McMaster), B.Ed. (Alberta), M.A. (Simon Fraser), Ph.D. (California)	Interim College President
Louis R. De Verheyen	Bookstore Manager	Edward Clarence Redmond	Director of Vocational Programs
James H. Doerr B.A., B.Ed., (Saskatchewan), M.Ed. (Toronto)	Director of Continuing and Community Education	Richard J. Reynolds C.D.	Manager, Campus Operations [S]
David T. Driscoll B.A. (Alberta), M.A. (Simon Fraser)	Vice-Principal [NW]	John Graydon Roberts B.A. (British Columbia)	Manager Media Resources
Jack W. Ferguson Dip. Crim (Douglas College)	Vice-Principal [R]	John Arthur Slattery B.A., (Boston, M.A., (Boston), M.Ed. (alberta)	Interim Dean of Educational and Student Services
Gordon W. Gilgan B.Sc., M.Sc. (Simon Fraser)	Vice-Principal [S]	Marilyn E. Smith B.A., M.Ed. (British Columbia)	Administrator Seconded to Ministry of Education
Richard W. Graydon B.Eng (McGill)	Superintendent of Physical Plant	Shellah D. Thompson B.A., M.Ed., Ed.D. (British Columbia)	Director of Libraries
Charles L. Hibbert C.A.	Comptroller	David Williams ALA, BLS (Liberal Studies) (Oklahoma), MLS (Liberal Studies) (Oklahoma)	
Leo E. Hungle B.Comm. (British Columbia)	Director of Personnel		
E. Donovan Jones B.A., B.D. (Toronto), Th.M. (Princeton)	Vice-Principal [L]		
P. Ann Kitching M.A. (McGill), B.Sc. (Concordia), D.S.R., R.T.	Campus Principal—Coquitlam		
Robert R. Liason B.A. (Alberta), B.Comm. (Alberta)	Assistant Bursar		
Robert W. Lowe B.A. (British Columbia), M.A. (Simon Fraser)	Campus Principal—Surrey		

FACULTY

James L. Adams BFA (Temple), MFA (Pennsylvania)	Visual Art	Mary Elizabeth Boni B.Ed. (Saskatchewan)	Nursing
P. Kathleen Alder B.A. (Hons), M.A. (British Columbia)	English	Barbara J. Bowmar B.Ed. (British Columbia), M.Ed. (Western Washington)	Adult Basic Education
Janet Reekie Andrews	Business	Elizabeth Adelia Bregg R.N., B.Sc. N. (Toronto)	Nursing
Frank Ferdinand Apel	Masonry/Stonework	Connie Broatch B.A. (British Columbia)	Adult Basic Education
Billie Patricia Askey	Nursing	Ian Brooks Dip. (Bournemouth), M.Sc. (Salford)	Adult Basic Education
R.N., B.N. (McGill), M.Sc.N. (British Columbia)		Robert James Browne B.Sc. (Western Ontario), Ph.D. (British Columbia)	Chemistry
Albert Lyons Atkinson B.Ed., M.Ed. (British Columbia)	Counselling	Roy Bull	Music
Kevin Barrington-Foote ARCT, B.Mus., M.Mus. (British Columbia)	Music	David Burgess B.A. (Sir George Williams), M.Ed. (British Columbia)	Child Care Program
Georgina Batchelor B.A. (British Columbia)	Adult Basic Education	Mae Elizabeth Burrows B.A. (Hons) (Simon Fraser)	Adult Basic Education
George Battistel B.A. (Simon Fraser)	Political Science	Jean Mary Buzan M.A. (British Columbia), Dip. Adult Education (British Columbia)	Gerontology
Manfred Carl Bauer	Mechanics	Guner Capan	Drafting
Edward Eugene Biggs B.A., M.A. (California State)	Psychology		
Andrea Gail Elsie Biley B.Sc.N. (Saskatchewan)	Health Services		
Barbara A. Boehm B.A. (MacMurray College), M.A. (Fairfield)	Co-ordinator/Woodlands		

Sandra Marie Carpenter B.A. (California)	Reading	Robin Arthur Fenwick B.Comm. (Sir George Williams)	Business
Janet Wilson Carruthers B.Sc.N. (British Columbia)	Nursing	Mary Fewster B.Sc.N. MSN (British Columbia)	Nursing
Gordon J. Chapman B.Sc. (Missouri), M.A. (Missouri), Business Administration (Indiana)	Business Doctorate,	John Harvey Finnbogason B.A. (Manitoba), M.A. (York)	English
Marie Claire Chinniah B.A. (Grenoble)	French	Ronald Francis Flaterud M.Ed. (Alberta), B.Ed. (Alberta)	Counselling
Patricia Chisholm Dip. Nursing (St. Martha's School of Nursing), B.Sc.N. (Alberta)	Nursing	Simon J. Foulds B.A. (hons), M.A. (SFU), A.L.A.M.	Anthropology
Virginia Ann Chisholm B.Ed. (British Columbia), ML (Washington)	Library	Richard G. Fox B.A., M.Ed. (McGill)	Counselling
Blane Anthony Coulcher B.A. (British Columbia), M.Sc. (McGill)	Geography	Derek Ralston Francis BID (Manitoba), BLS (British Columbia)	Library
Raymond Lee Cox B.A. (Hons), M.Sc. (British Columbia)	Geology	Janice Friesen B.A. (Washington), BLA (British Columbia)	Library
Hugo C. Creighton B.A. (Toronto)	Business	Shirley Ann Frost B.A., M.Ed. (British Columbia)	English
Peggy R. Cromer B.A. (Whitworth)	Graphics	Otto D. Funk B.A., B.Ed. (Manitoba), M.A. (Minnesota)	Counselling
Donald Bruce Currie B.A., M.A. MBA (California)	Construction Building Business	Eduard Gesang B.Ed. (British Columbia) R.N.	Fashion Design Nursing
Henry Agustin Dalton B.Sc. (hons), M.Sc. (Simon Fraser)	Adult Basic Education	Jim Gillis Charles Edward Giordano	Communications/Co-ord. Communications
Gordon Danskin B.Sc. (hons), M.Sc. (Simon Fraser)	Philosophy	Steven Goldberg M.Ed. (Harvard), B.Sc./Ed. (Harvard)	Counselling
James W. Davies B.A., B.D. (Toronto), M.A., Ph.D. (Guelph), Th.D. (Union Theological Seminary)	Health Services	Leona Gom B.Ed. M.A. (hons) (Alberta)	Cr. Writing
Jane Deck BSN (Cornell), MSN (California)	Adult Basic Education	Jacqueline Gresko B.A. (hons) (British Columbia), M.A. (Carleton)	History
Geoffrey Dean B.Sc. (Massachusetts), M.Ed. (Rutger's)	Philosophy/Graphics	Irene E. Griswold CGA (British Columbia)	Accounting
Jacob De Jonge B.A. (McMaster), Phil M (Toronto), CIM, Dip Graphics (The Netherlands)	Chemistry/Physics	Helen Adele Grodeland B.A. (Alberta)	English
William Den Hertog B.Sc., M.Sc. (Alberta)	Psychology	James Russell Gunson B.A. (Oxon), Ph.D. (Dunelm)	Mathematics
Kenneth Lawrence Dercole B.Comm. (Hons) (British Columbia), B.A. (Hons), M.A. (Carleton)	English	Jackie Hahn Dip (BCIT) R.N.	Nursing
Harry Hugh Dickson B.A. (Hons), M.A. (British Columbia)	Business	Joyce Hammond B.S., M.S. (Syracuse)	Adult Basic Education
Gary W. Dorosh B.A., M.A. (Simon Fraser)	Social Science	Albert Harms B.Sc. Eng (Manitoba), P.Eng	Mathematics
Peter Allan Dueck B.A. (British Columbia), M.S. (Kentucky)	English	John Alwyn Hazell B.Sc., M.Sc. (Toronto)	Mathematics
Arthur Roy Duggan B.A. (Hons), (British Columbia), M.A. (Simon Fraser)	Business Health Services	Peter James Henderson MBA (Simon Fraser), CGA	Business
Helen Jardine Dunbar BSN, (British Columbia), R.N.	Secretarial Arts	Dorothy Elizabeth Hewson Dip. (Canadore College), B.A. (Lurentian U.), M.A. (George Washington U.)	Therapeutic Recreation
Helen Elizabeth Dvorak B.A. (British Columbia)	English	J. Maurice Hodgson B.A. (Newfoundland), M.A. (British Columbia), PhD. (Essex)	English
Howard Leslie Eaton B.A. (Kansas), M.A. (Indiana)	Day Care	Margaretha Hoek B.Ed., M.A. (Victoria)	Women's Studies
Carol Ebner AA (Capilano College)	Nursing	Christopher Hame Douglas B.A. (British Columbia)	French
Darlene Grace Ellchuk B.Sc.N. (Saskatchewan)	Political Science/History	Tatsuo Hoshina Dip Acad. Vocal Arts (Curtis Inst. of Music) B.Sc., (Lebanon Valley College), M.Mus (British Columbia)	Music
Roger Duncan Elmes B.A. (McMaster), M.A. (Carleton)	Human Services	Lionel [Lyle] Hewarth CD, B.A., BSW, MSW (British Columbia), RSW	Criminology
Elizabeth C. Emery B.Ed. (Victoria)	Nursing	Robert Beecher Howell B.A., M. (California State)	Sociology
Patricia Ann Erskine B.A. (Loyola), R.N.	English	Eugene Hruschak B.A. (British Columbia)	Child Care
John Neil Fairlie B.Eng (McGill), P.Eng	Political Science/History	Michael G. Huber B.A. (Notre Dame), M.Sc. (British Columbia)	Adult Basic Education
John Terrence Farrell B.A. (Hons) (Carleton), M.A. Ph.D. (McMaster)	Dental	Kenneth J. Hughes M.Des., Royal College of Art	Graphics
Jane Ann Faulafer CDA (British Columbia)		John Isaak B.A., B.Ed. (Manitoba)	English
		Cecil Lester Jagroop B.Sc., M.Sc., Ph.D. (Manitoba) MCIC	Chemistry

W. David James B.Sc. (Alberystwth), Dip Ed. (Wales), M.A. (Oregon)	Biology	Margaret Meagher DN, CDA	Dental
Chris Johnson B.Ed. (McGill)	Physical Education	Aida Meshaka-Azab B.A. (American Univ. of Cairo), Ph.D. (Alberta)	Sociology
Frances E. Johnson BSN (Saskatchewan), R.N.	Nursing	Susan Arlene Meshwork Dip. in Social Services (Seneca College), B.A. (Wilfred Laurier), M.Ed. (McGill)	Counselling
Ronald Andrew Johnson B.Sc. (EE) (New Brunswick)	Mathematics	Gary Scott Miller B.A. (California)	Adult Basic Education
Edmund Joseph Jolley B.Sc. (Carleton), M.A. (British Columbia)	Physics	Leonard Arnold Millis B.Sc., M.Sc., (Alberta), Ph.D. (McMaster)	Biology
Alexander Henry Jones B.Ed., M.A. (British Columbia)	English	Nora Minogue B.A. (British Columbia)	Adult Basic Education/Literacy
Dorothy Jones B.Ed. (Alberta), M.A. (Washington)	Theatre	Thomas Anthony Moffat	Drafting
Marian Justus B.A. (British Columbia)	Business	Elizabeth Morris B.Sc. (Ohio), M.Ed. (Iowa)	Counselling
Firoz Kassam LLB (East Africa), LLB (British Columbia), LLM (London)	Law	Patricia L. Morris B.A. (Toronto)	Child Care
Donald Joseph Kavanaugh B.A. (Montreal), BFA (New School for Social Research), CID (Parsons School of Design), MIDI	Interior Design	Ewen McAsian Dip (Glasgow School of Art), Dip (Jordanhill College of Education)	Visual Art
William Robin Kelley C.D., B.A. (Alberta), M.A. (Carleton)	Criminology	Valerie Ann MacBean B.A., M.A. (Arizona)	Psychology
Sigfried Karl Kerger BSA, (PW College, Colorado)	Construction Management	Cathy McDonald B.A., MLS (British Columbia)	Library
Ron Kinley B.A. (Seattle)	Psychology	Janet McEachern R.N., O.T.	Nursing
Lorna Jeanne Kirkham Dip (St. Joseph's Academy) RSW	Supervisor Community Service Worker Program	Sylvia McFadyen Dip (Estonian Technical College), Dip (Toronto)	Supervisor Early Childhood Education
J. Richard Kitson B.Mus., M.Mus., (British Columbia), ARCT, LTCL	Music	Bonnie McGhie B.A., M.Ed. (Western Washington State)	Counselling
Gladys Anne Klassen B.A. (Tabor College), M.Ed. (British Columbia)	Counselling	Charles Jude [Jay] McGilvery B.A., M.A. (British Columbia)	English
Victor Leon Kwalheim B.A. (Manitoba), B.Ed. (British Columbia)	Adult Basic Education	Kenneth Allan McGlinchey B.A., M.A. (Dalhousie)	English
Terry Robert Kutcher BID (Manitoba), MIDI	Interior Design	Harold Christopher McInnes B.A., M.Ed. (British Columbia)	English
Sherry Pamela Ladbroke B.A., B.Ed. (Dalhousie), M.Ed. (Mount Saint Vincent U.)	Reading & Study Skills	Jim McIntosh	Comm/Graphics
Constance (Connie) Vera Land B.Ed. (Alberta)	Secretarial Arts	Ronald McKeown	Welding
Julie Langham-Hobart B.A. (Kinston)	Fashion	Alan Daniel McMillan B.A. (Saskatchewan), M.A. (British Columbia)	Anthropology
Lock Laurie	Community Consultant	Earl George NalSmith B.Eng. (McGill), M.A. (British Columbia)	Mathematics
Shirley-Ann Laurie CDA	Dental	George C. Noble B.A. (Saskatchewan), BLS (McGill)	Library
Allan Lawson B.A. Sc., (British Columbia), P.Eng.	Mathematics	Lillian Oatway B.Ed. (Saskatchewan), R.N.	Nursing
Barry A. Leach B.A. (London), Ph.D. (British Columbia)	Environmental Studies	Ann Marie Oleksuk BSN (Saskatchewan), R.N.	Nursing
Lynn Roger Leavens B.S. (North Dakota), MBA (Oregon)	Business	Beverly O'Malley BSN (British Columbia) R.N.	Nursing
Murray Leslie B.A. (Hons) (Western Ontario)	Economics	Frederick Howard Owen Dip (Alberta College of Art)	Visual Art
John Stewart Levin B.A. (Hons) (British Columbia), M.A. (York)	English	Joyce Ellen Kathleen Page BSN (British Columbia), MS (Hawaii) R.N.	Nursing
Margaret Elaine Lobdell B.S. (Walla Walla College), M.S. (Loma Linda), R.N.	Nursing	Jane Ennis Parmeter Dip Business Education	Business
Kenneth John Lobo B.Sc. (Hons) (Bombay), B.Sc. (Hons) (Southampton), Ph.D. (McGill)	Biology	John Lionel Patterson B.Sc. (British Columbia), M.Sc. (Western Ontario)	Biology
William Braxton Long	Physical Education	Shirley Jean Patz B.Sc.N. (McGill), R.N.	Nursing
Frank Ludtke	Graphics	Sara L. Pawson B.A. (Hons) (Kentucky), M.A. (British Columbia)	Psychology
Sabin Mabardi B.A. (Simon Fraser)	French/Spanish	Elizabeth Peerless B.A. (Hons), M.Sc. (London)	Geography
Nicholas James Mansfield B.A. (Hons), M.A., (Simon Fraser)	Sociology	Margaret Willene Pennie B.Ed., (Alberta), M.Ed. (Washington)	Business
Brian Marrs B.A., M.A. (British Columbia)	English	Sylvia Margaret Perry B.A. (Hons), M.A. (British Columbia)	English
Robert Marshall	Farrier	Henreick H. Persad B.Sc., Ph.D. (Alberta)	Chemistry
Margaret Mary Matthews B.A. (Victoria), M.L.S. (British Columbia)	Library	David J. Peterkin Dip Mus. Ed. (Glasgow), M.M. (Indiana)	Music
		Edmond Andre Albert Piquette B.Ph. (Ottawa), L.Th (Laval), B.Ed. (Alberta), M.A. (British Columbia)	Counselling

Lloyd George Pond CD, B.Sc. (Acadia), B.Eng. (McGill) P.Eng	Construction Management	Norman Frederick (Toby) Snelgrove B.A. (Trent), M.Ed. (Boston)	Community Consultant
George Porges B.A. (Sir George Williams), B.Ed., M.A. (Alberta)	History	Valerie Sproule B.Sc.N. (British Columbia) R.N.	Nursing
Elizabeth Jean Proven LRSM (London), B.A. (British Columbia)	English	Ralph Stanton B.A. (British Columbia), M.Sc. (British Columbia)	Librarian
Margaret Pybus	Secretarial Arts	James Edward Steenson	Criminology
Marjorie Ralston BSN (British Columbia), R.N.	Nursing	Vivian Stevenson B.Sc.N. (Western Ontario), R.N.	Nursing
Robin David Rance Dip (Vancouver City College)	Landscape	Alexander Ronald Tarves BSA (British Columbia)	Community Consultant
Karl Rangno	Fashion Design	Joseph Frederick Taylor Dip. Nursing (Ontario), B.Sc.N. (Lakehead)	Nursing
John Seldon Reed B.A. (Washington), M.A. (Simon Fraser)	History	Lynda E. Turner B.A. (Alberta), BSW (British Columbia), M.S. (Simon Fraser)	Sociology
William Hugh Reed Associate Dip (Mt. Royal College), B.Sc. (Idaho), B.Ed. (Alberta), M.Ed. (Western Washington State)	Business	James Michael Urquhart B.A., M.A. (Toronto)	Geography
William Reed B.Sc. (Durham), Ph.D. (British Columbia)	Chemistry	Gert Van Niekerk B.A. (Rhodes), M.A. (Alberta)	Physical Education
Stuart William Richardson	Graphics	Roger Vernon N.D.D. (St. Alban's School of Art), M.A. (Royal College of Art)	Art
Elliott Christopher Rideout B.A., M.A. (Alberta)	English	Henry Albert Waack ARCT, A.Music (Alberta)	Music
John Ritchie B.A. (Waterloo Lutheran), R.N.	Nursing	Phillip Winston Warren B.A. (Hons) (Minnesota)	Psychology
Marjorie Ross B.S. (California), M.A. (British Columbia)	Mathematics	Thomas Randall Whalley B.A. (Tokyo), M.A. (British Columbia)	English
Alexander Royick B.A., M.A. (Alberta)	Russian/History	Leonard Whiteley CD	Music
Robin Ross Ryan B.Ed. (British Columbia), M.Sc. (Alberta)	Physical Education	Anthony Tudor-Williams Dip. Physical Education (Cardiff College), B.Sc., M.Sc., (Oregon)	Community Consultant
Jim I. Sator B.Comm., M.Sc. (British Columbia)	Business	Glen Alfred Williams	Counterman/Partsman
Valentin Henry Schaeffer B.Sc. (McGill), M.Sc. (Toronto), Ph.D. (Simon Fraser)	Biology	Thomas Desmond Wilson B.Sc. (Hons) (The Queens University of Belfast)	Geology
Robert Charles Scott M.Ed. (Windsor), B.A. (Windsor)	English	John Wong-Hen B.Sc. (Leicester), M.Sc. (London, M.Ed. (Western Washington)	Physics
James Brock Sellers B.A., M.A. (Simon Fraser)	Geography	Leland Jan Woodson B.S., M.A. (East Michigan) Reg. Psychologist	Psychology
Ulrich Shaffer B.A., M.A. (British Columbia)	Humanities	Beyerley Anne Wyness Dip. Nursing (Brandon General Hospital), R.N., B.Sc.N (Saskatchewan)	Nursing
William Stephen Sharpe B.Ed., M.Ed. (Alberta)	Counselling	Vernon Albert Young B.Sc. (British Columbia)	Counselling
Ching-po Shih B.A. (Taiwan), M.A. (Chengchi)	Political Science	Marlene Yri Dip. of Assoc. of Arts, B.A. (British Columbia)	Political Science
Jay Siegel B.S. (Illinois Institute of Technology), M.A. (California)	Anthropology	Lillian Zimmerman B.A. (Simon Fraser)	Women's Studies
Cathleen Anna Smith B.A. (Minnesota), B.S.Ed. (MacAlester)	Child Care		
Velma Smith B.Ed. (British Columbia)	Business		

SESSIONAL FACULTY

Syed Abul Abbas-Hasanie B.Sc. (Hons), M.Sc. (Karachi), Ph.D. (Australia)	Geography/Geology	Jane Askin B.A. (Seattle), BSW (British Columbia)	Social Education
Pamela Aitken B.Sc.N. (St. John's)	Nursing	Winnie Wai Yee Au-Yeung B.A. (Hons) (Hong Kong), M.Ed. (British Columbia)	English
Joseph George Roger Albert B.A. (Simon Fraser)	Sociology	Annie Balzer B.A. (Simon Fraser)	Business
Richard Alex	Accounting	David John Barnett B.A., B.Ed. (Alberta), M.A. (British Columbia)	Reading Skills
Peter Stephen Anderson B.G.S. (Simon Fraser), M.A. (Simon Fraser)	Communications	Louise Barrette B.A., M.A. (Ottawa)	Criminology
Sheenah Fiona Leslie Andrews B.A. (Simon Fraser)	Therapeutic Recreation	J.E. Peter [Bill] Bayley B.Ed., M.Ed. (calgary)	Theatre
Irene [Penny] Antifave	Graphics	Lynn Birkenhead B.S.N. (British Columbia)	Therapeutic Recreation
Elizabeth Aronoff B.A. (Hons), M.A. (New Mexico), LLB (British Columbia)	Criminology	John Maitland Blackwell	Electronic Data Processing
Jagdish G. Arya M.Sc. (Simon Fraser), B.Sc. (India) M.A. (India)	Mathematics		

Priscilla Bollo B.A. (British Columbia), M.A. (California)	Modern Languages	Sharon D. Eaton B.A. (Colorado)	English
Richard Bond Cert. (City and Guilds of London Institutes)	Visual Art	Marjorie Enns B.A. (British Columbia), M.S. (California)	Adult Basic Education
Mary Bosshard B.A. (Case-Western), M.A. (Simon Fraser)	Modern Languages	Arthur Everatt R.I.A.	Accounting
Donna Elizabeth Bowling B.Ed. (British Columbia)	Adult Basic Education	Allan Dino Fabbro B.A. (Carroll College), M.Ed. (Gonzaga)	Human Services
Leonard Brett	Art	Dawn Farber B.A. (Johannesburg), M.A. (Hons) (Cambridge)	Counselling
Mordecai Briemberg B.A. (Hons) (Alberta), M.A. (California), Ph.D. (California)	Sociology	Melburn [Ian] Faulkner	Fire Science
Raymond Brooks B.Commerce (British Columbia)	Accounting	Leslie Forth C.G.A.	Accounting
Ken Brown	Social Education	Evelyn Jean Fox B.A. (British Columbia)	English
Pat Brown B.Sc. (Oregon State)	Communications	Grant Barry Frame B.Sc. (British Columbia), M.Sc. (Calgary)	Chemistry
Dolores Burnett Dip. of Nursing General (Oldchurch Hosp., Romford)	Nursing	Wynan Keith [Robert] Gee	Interior Design
Ellie Burton	Adult Basic Education	Mumtaz A. Gillani B.A. (Dyal Singh College), M.A. (Punjab), M.Math, M.Phil. (Waterloo)	Mathematics
Valerie Cameron B.A. (Simon Fraser)	Geography	Francis [Scott] Glabius B.A. (Simon Fraser)	English as a Second Language
Mickey Carlton	Journalism	Norma Golide R.N., B.Sc.N. (British Columbia)	Nursing
Wayne Victor Carrick B.A., M.A. (Michigan)	Counselling	Wayne [Paul] Grant	Music
Norman D. Carsley B.C. (Winnipeg), M.A. (Victoria)	Psychology	Julian Duncan Gray Dip. (Vancouver City College), B.A. (Victoria), M.Sc. (Newfoundland)	Therapeutic Recreation
Ann Caspersen B.A. (British Columbia), M.Ed. (British Columbia)	Study Skills	John Lawrence Green B.A. (British Columbia), Dip. Counselling (British Columbia)	Counselling
William Rutherford Cave B.Sc. (Hons) (British Columbia), M.Sc. (British Columbia)	Biology	Everatt Louis Hagerty B.S. (Utah), M.S. (Utah), Ed.D. (New York)	Psychology
Anita Cheung B.A. (California State), M.A. (California)	History	Marc Gregory Hale B.A. (Simon Fraser)	Sociology
Percy Christon-Quao B.Sc. (Ghana), M.A. (Simon Fraser)	Business	Robert Peter Hansen	Building Construction
Rita Leah Chudnovsky B.A. (British Columbia)	Community Consultant	Patricia Mae Hanson B.A., M.A. (British Columbia)	Social Education
Mavis Audrey Clark BHE (British Columbia), M.A. (Whitworth College Washington)	Counselling	Richard Harewicz	Social Education
June Coe	Dental Assistant	John M. Harris M.A. (Windsor)	Psychology
Terrence A. Collins B.A., M.A. (Alberta)	Psychology	Frank J. Harrison B.Ed. (British Columbia)	Social Education
Donna Helen Cook B.A. (British Columbia), M.A. (British Columbia)	Geography	Terrence Harrison B.Arch. (British Columbia)	Construction
Robert Coolidge Dip. of Tech (B.C.I.T.)	Data Processing	Gwyneth A. Harvey ATCL, LTCL, FTCL, ARCT	Theatre
Glen Cooper B.Sc. (Hons), M.Sc. (British Columbia)	Mathematics	Glen O. Haugo Health Care Management Certificate (B.C.I.T.), Psychiatric Nursing Dip. (Essondale)	CCW
Mary Isabel Ross Cousineau B.A. (York Univ., Glendon College)	Sociology	Victor Hay B.A. (Manitoba), B.Ed. (Manitoba)	Adult Basic Education
Linda Coyle	Social Education	Eve Heath	Literacy
Gloria Cridland B.Sc. (British Columbia)	Nursing	Margaret Heldman B.Sc. (British Columbia), M.Sc. (McGill)	Chemistry
Marilyn Dahl B.A. (St. Peter's College, Oxford), M.A. (Simon Fraser)	Nursing	John G. Hilton B.Sc. (Manchester)	Criminallistics
David M. Darling B.A. (St. Peter's College, Oxford), M.A. (Simon Fraser)		Robert Hardy Hiltz	Welding
Brian Davies A.A. (California Lutheran College), B.A., M.A. (California)	Philosophy	James Homer B.A. (British Columbia), M.A. (Washington)	Criminology
Rhona Davies B.Ed. (Victoria)	Adult Basic Education	Stuart Brian Howard B.Arch. (California State)	Construction
Glen Donnelly Dip. of Applied Arts (Nursing) (Saskatoon), B.Sc.N. (Alberta)	Nursing	Helen Hilbern B.A. (Ohio), M.A. (British Columbia)	English as a Second Language
Fred Drury	Business	Patrician Jaster	Graphics
Jackie Dufrazer R.N. Midwife (St. Thomas Hospital, England)	Nursing	Gail Jones B.Sc. (Montana), M.Sc. (Oregon)	Counselling
Orlaith Patricia Duke B.A. (Sir George Williams Univ.), B.Ed. (Ontario Teacher Education College)	Adult Basic Education	Ian Thomas Joyce B.Sc. (Hons) (Glasgow), M.A., Ph.D. (Simon Fraser)	Geography
		Paul Kaushal B.Sc. (Hons) (Punjab), M.Sc. (Hons), Ph.D. (British Columbia)	Chemistry

Frank P. Kelley B.A. (Hons) (British Columbia), M.L.S. (British Columbia)	Library	Terence McCann B.A. (Hons) (Dunelm), B.Litt. (Oxon)	Anthropology/Sociology
Diana Kemble B.Mus., B.L.S. (Toronto), Hons. Dip. (Emily Carr College)	Library	Donald S. MacDonald B.Sc.N. (Saskatchewan), M.S. (California), R.N., D.P.H.	Business Nursing
Kathleen Kinzel B.A. (New York), M.A. (Saskatchewan)	Counselling	Reta Lynn McKay R.N. (Winnipeg), B.A. (Toronto), M.S.N (British Columbia)	Nursing
Rolf Knight B.A. (British Columbia), M.A. (British Columbia), Ph.D. (Columbia)	Anthropology	Jean Campbell McLagan B.A. (Hons) (McMaster), M.A. (Toronto)	History
Roger Knox B.Mus. (British Columbia), M.S. (Indiana)	Music	John H. McNeill B.Sc., M.Sc. (Alberta), Ph.D. (Michigan)	CDW
Janice Kreider B.A. (Goshen College), MAT, MLS (Indiana)	Library	Alex G. Nelson R.I.A. (British Columbia)	Accounting
Elizabeth [Beth] Anne Kuhnke B.Sc., M.Sc. (Alberta)	Geography	Frederick R. Neilson B.A. (Toronto), M.A. (Columbia)	Psychology
Victor Leon Kwalheim B.A. (Manitoba), B.Ed. (British Columbia)	Adult Basic Education	Annie Betty Nichol B.Sc. (Brock)	Adult Basic Education/Counselling
Rohana Laing Dip. of Art (Alberta College of Art)	Art	Joseph Anthony O'Brien B.A. (Hardin-Simmons), M.Sc. (Baylor), Ph.D. (British Columbia)	Marketing Physics
Claude Lassigne B.Sc. (California State), Ph.D. (Simon Fraser)	Chemistry	Joan Owen Dip. (Alberta)	Graphics
Bette Laverne Laughy AA (Douglas College)	English	Gary Parkinson B.A. (History), B.A. (Sociology, Hons.), M.A. (Saskatchewan), Ph.D. (British Columbia)	Sociology
Helen Lefaux B.Sc.N. (British Columbia), R.N.	Fashion Nursing	Gary Petersen B.A., M.A. (California)	Business
Marilyn Lewthwaite B.Sc.N. (British Columbia), R.N.	Library	Irene V. Peterson B.A. (Simon Fraser)	Criminology
Phyllis Liu B.A. (National Taiwan), M.A. (California), MLS (British Columbia)	Interior Design	Christopher William Petty B.A. (Simon Fraser)	Counselling
Celia M. Lobban Dip. (Sunderland College of Art & Design)	Counselling	John Kenneth Walter Pickering B.A. (Hons) (Western Ontario), M.A. (Western Ontario), Ph.D., M.B.A. (Western Ontario)	Business
Hazel-Ann Loberg B.A. (New Mexico)	English	Christina Pikios B.Sc., M.Sc. (Bombay), Ph.D. (Simon Fraser)	Chemistry
Kenneth J. Long B.A. (British Columbia), M.A. (Simon Fraser)	Accounting	Kutten Somasekharen Pillay B.A. (Victoria)	Social Education
Richard Long C.G.A.	Nursing	Hilliary Pitts B.Sc. (British Columbia)	Adult Basic Education
Wendy D.E. Low R.N. (British Columbia), B.Sc.N. (British Columbia)	Human Development	Elizabeth Pollard B.A. (Toronto), BSW (British Columbia)	Community Services
Diane Luu B.A. (Simon Fraser)	Theatre	Jessie H. Ponech B.A. (Hons) (Liverpool)	Accounting
Lisa Manches B.A. (Hons) (Liverpool)	Criminology	Frank Potts B.A. (Hons) (British Columbia), L.L.B. (British Columbia)	Criminology
Grant Marcus B.A. (Simon Fraser)	English	Marilyn Elizabeth Rainbow R.N. (Regina General Hospital), B.Sc.N. (Alberta)	Nursing
Joseph Samuel Marshall B.A., M.A. (South Dakota)	Philosophy	Donald Frances Regehr B.A. (Manitoba)	Social Education
Charles Marxer B.A. (Kansas, Mo), Phil.M. (Toronto)	Construction Business	Patricia L. Ritchie B.Ed. (British Columbia)	Social Education
Victor Mauro B.Ed. (British Columbia)	Counselling	Darlene Bernice Rosenke B.Ed. (British Columbia)	Study Skills
Margaret Meggy Dip. in Social Services (Seneca College), B.A. (Wilfred Laurier), M.Ed. (McGill)	Business	David F. Roth B.A. (Claremont Men's College), M.A. (San Francisco State College), Ph.D. (Claremont Graduate School)	Criminology
Susan Arlene Meshwork B.A., M.A. (British Columbia)	Nursing	Helen Rowan B.A. (British Columbia)	Community Consultant
Rodney Midgley B.A. (Hons) (Kentucky), M.A. (British Columbia)	Art	Gordon Rudolph B.Sc. (British Columbia)	Adult Basic Education
Janice Miller R.N. (Royal Columbian Hospital), B.Sc.N. (British Columbia)	Fashion	Susan Lellani Russell BPE (British Columbia)	Physical Education
Julia Milner Dip. in Recreation (Centennial College of Applied Arts), B.A. (Guelph), M.A. (Alberta)	Communications	Lynn Anne Rutherford BPE (British Columbia)	Nursing
Michael Miner B.A. (Hons) (Kentucky), M.A. (British Columbia)	Psychology	Lynn Anne Rutherford B.Sc.N. (Toronto)	Nursing
Larry Mitchell Dip. (Liverpool College)	Art	Renata Sakamoto Sec. Dip. (B.C. Vocational School)	Business
Diane Lynette Mortensen Dip. (Liverpool College)	Fashion	Jeanne V. Sarich B.A. (Simon Fraser)	Art
John Mythen Dip. (Liverpool College)	Art		
Isabella McAsian Dip. Drawing & Painting (Glasgow)			

Sandra Frances Saunders B.A., M.A. (Alberta)	Communications	Akira Tomita B.A. Architecture (Nippon)	Art
Edward Philip Schuidt B.A. (British Columbia), M.A., Ph.D. (British Columbia)	Communications	Daniel Eugene Turbeville B.S. (South Carolina), M.A. (Western Washington)	Geography
Herbert Schumann Dip. D'Urbanisme, B. Arch. (Manitoba), MRAIC	Construction Management	Kwenue Turkson B.A. (Simon Fraser), M.A. (British Columbia)	Political Science
Jeanette Alma Scribner Dip. AA (Douglas College), B.A., M.A. (Simon Fraser)	English	Cornelius Van Den Broek Dip. Carpentry	Construction Management
Raskik Shah	Business	Sonya-Mary Van Niekirk Dip. (Bulawayo Teachers Training College)	Physical Education
Maureen D. Shaw B.A. (British Columbia), M.A. (McMaster)	English	Alexander Wakarchuk M.A. (Sir George Williams), B.A., B.Ed. (Saskatchewan)	Community Consultant
Gail Ellana Skidmore	Business	Waemi Irene Watts B.A. (Hons) (Cardiff)	English
Maureen Jean Smith Dip. Dental Hygiene	Pathology	Diana Wegner B.A. (Hons) (Winnipeg), M.A. (British Columbia)	English
Betsy Spaulding	Counselling	Marilyn N. Wiens B.Sc. (Hons) (Simon Fraser)	Biology
John W. Spencer B.A. (California), M.A. (British Columbia)	Psychology	George S. Will B.A., M.A. (Manitoba), Ph.D. (Simon Fraser)	Anthropology
David Jeffrey Stewart M.Sc. (British Columbia)	Business	David Colin Wilson B.Ed. (St. Pauls College)	Theatre
Kenneth Stoddart B.A., M.A. (British Columbia), Ph.D. (California)	Criminology	Mary Wilson B.A. (Simon Fraser), M.Ed. (British Columbia)	Social Education
Irmgard Karin Storey Dip. (Vancouver School of Art), B.Ed., M.A. (British Columbia)	Visual Art	Ronald Wilson B.Sc. (British Columbia)	Adult Basic Education
Gerald B. Streng	Criminology	Calvin Scott Wilson B.A., M.S. (East Washington State College), Ph.D. (British Columbia)	Psychology
Hella Maria Strothotte M.A. (Simon Fraser)	Humanities	Fe Wong B.Sc. (San Carlos), M.Sc. (Oregon State)	Mathematics
Dolores M.L. Strukoff Dip. (St. Paul's Hospital)	Business	James H. Woods LRAM (music), ARCM (music)	Music
Juliet Takahashi B.Sc.N. (Santo Tomas)	Nursing	Joanne Yamaguchi B.A., M.A., Ph.D. (Colorado)	Philosophy
Patrician R. Tarr B.A. (California)	Communications	John Yates B.Sc. Economics (Hons) (London)	English
Dolores Patricia Thomlinson B.A. (British Columbia), Dip. Adult Education	Social Education	Vernon Albert Young B.Sc. (British Columbia)	Counselling
Arle Jane Thompson B.A. (British Columbia), M.A. (Toronto)	Music	Jamie P. Zagoudakis B.A., M.A. (British Columbia)	Theatre
Reginald Trevor Todd Law Degree	Business		



NOTES

NOTES

DOUGLAS COLLEGE
ARCHIVES